For Six Month Period Ending I - REGISTRANT 1. (a) Name of Registrant (b) Registration No. 5935 Low Hammond + Assoc, Inc (c) Business Address(es) of Registrant 39 East SI Street NJ, NY10022 2. Has there been a change in the information previously furnished in connection with the following: If an individual: (1) Residence address(es) Yes [] No  $\square$ (2) Citizenship Yes  $\square$ No (3) Occupation Yes 🗌 2010 DEC 30 PH 12: 41 (b) If an organization: (1) Name Yes [ (2) Ownership or control Yes  $\square$ No 🖸 (3) Branch offices Yes [ (c) Explain fully all changes, if any, indicated in items (a) and (b) above. IF THE REGISTRANT IS AN INDIVIDUAL, OMIT RESPONSE TO ITEMS 3, 4 AND 5(a). 3. If you have previously filed Exhibit C1, state whether any changes therein have occurred during this 6 month reporting period. Yes 🔲 No [] If yes, have you filed an amendment to the Exhibit C? Yes No 🔲 If no, please attach the required amendment.

<sup>1</sup> The Exhibit C, for which no printed form is provided, consists of a true copy of the charter, articles of incorporation, association, and by laws of a registrant that is an organization. (A waiver of the requirement to file an Exhibit C may be obtained for good cause upon written application to the Assistant Attorney General, National Security Division, U.S. Department of Justice, Washington, DC 20530.)

| 4. (a) Have any pers<br>period? | ons ceased acting as partner  Yes   |                                     | milar officials of the regis                              | trant during this 6 month reporting                                  |
|---------------------------------|---|-------------------------------------|---|--|
| If yes, furnish the             | following information:  |                                     |   |  |
| Name                            |   | Position                            |   | Date connection ended  |
|                                 |   |                                     |   |  |
| (b) Have any perso              | ons become partners, officers  Yes \( \sum \) No  |                                     | icials during this 6 month                                | reporting period?  |
| If yes, furnish the fe          | ollowing information:   |                                     | •   |  |
| Name                            | Residence<br>address  | Citize                              | nship Positio   | n Date assumed   |
|                                 |   |                                     |   |  |
| 5. (a) Has any person           | named in item 4(b) rendered   |                                     | herance of the interests of                               | any foreign principal?   |
|                                 | Yes No  | <del></del>                         |   |  |
| If yes, identify each           | such person and describe hi   | is service.                         |   |  |
|                                 |   |                                     |   |  |
|                                 | yees or individuals, who have the registrant during this 6 n                              |                                     |   | ated their employment or   |
| If yes, furnish the fo          | llowing information:  |                                     |   |  |
| Name                            | Position  | n or connection                     | Date terr   | minated  |
|                                 |   |                                     |   |  |
|                                 |   |                                     |   |  |
|                                 | •   |                                     |   |  |
| or will render serv             | th reporting period, has the ices to the registrant directly related or similar capacity? | y in furth <u>er</u> ance of the in | oyees or in any other capa<br>terests of any foreign prin | city, any persons who rendered acipal(s) in other than a clerical or |
| If yes, furnish the foll        | owing information:  |                                     |   | •  |
| Name                            | Residence address   | Citizens                            | ship Position   | Date<br>assumed  |
|                                 |   |                                     |   |  |
| •                               |   |                                     |   |  |
| . Have short form regis         | stration statements been file   | d by all of the persons no          | amed in Items 5(a) and 5(                                 | c) of the supplemental statement?                                    |
| If no, list names of po         | ersons who have not filed th  | _                                   | <del></del>   | ·  |

### II - FOREIGN PRINCIPAL

| 7. Has you               | ur connection with any foreign principal ended during this 6 n<br>Yes W No                                  | nonth reporting period?            |                 |                   |             |
|--------------------------|---|------------------------------------|-----------------|-------------------|-------------|
| If yes, fu               | urnish the following information:   |                                    | ,               |                   |             |
| Name o                   | of foreign principal  | Date of                            | termination     | •                 |             |
| (                        | Caribbean Townson Oyan  | matur                              | 5/31/1          |                   |             |
|                          |   |                                    |                 |                   |             |
| 8. Have yo               | ou acquired any new foreign principal <sup>2</sup> during this 6 month rep                                  | porting period?                    |                 |                   |             |
| If yes, fu               | rnish the following information:  |                                    |                 |                   |             |
| Name ar                  | nd address of foreign principal   | Date acq                           | uired           |                   |             |
| Qo.                      | made Dook of Townson  | 4)1                                | 110             |                   |             |
|                          | meida Paper of Tarism<br>5 Third Avenue - 20th floor<br>en John, N.V. 10017                                 |                                    |                 |                   |             |
|                          |   |                                    | •               |                   |             |
|                          |   | ·                                  |                 |                   |             |
| 9. In addition reporting | on to those named in Items 7 and 8, if any, list foreign princip  | pals <sup>2</sup> whom you continu | ied to represen | it during the 6 m | onth        |
| , ,                      | •   | • .                                |                 |                   |             |
|                          | no others   |                                    |                 |                   |             |
|                          |   |                                    |                 | ,                 |             |
|                          |   |                                    |                 |                   |             |
|                          |   |                                    |                 |                   |             |
| 10. EXH                  | IIBITS A AND B  | <u> </u>                           |                 |                   | <del></del> |
| (a)                      | Have you filed for each of the newly acquired foreign p   | rincipals in Item 8 the            | following:      |                   |             |
|                          | Exhibit $A^3$ Yes $\boxed{\mathcal{U}}$ No $\boxed{}$ Exhibit $B^4$ Yes $\boxed{\mathcal{U}}$ No $\boxed{}$ |                                    |                 |                   |             |
|                          | If no, please attach the required exhibit.  |                                    |                 |                   | *           |
| (b)                      | Have there been any changes in the Exhibits A and B pr represented during the 6 month period?               | eviously filed for any f           | oreign princip  | al whom you       |             |
|                          | If yes, have you filed an amendment to these exhibits?  | Yes 🗌                              | No 🗆            |                   |             |
|                          | If no, please attach the required amendment.  |                                    |                 |                   |             |
|                          |   |                                    |                 |                   |             |

<sup>2</sup> The term "foreign principal" includes, in addition to those defined in Section 1(b) of the Act, an individual organization any of whose activities are directly or indirectly supervised, directed, controlled, financed, or subsidized in whole or in major part by a foreign government, foreign political party, foreign organization or foreign individual. (See Rule 100(a) (9).) A registrant who represents more than one foreign principal is required to list in the statements he files under the Act only those principals for whom he is not entitled to claim exemption under Section 3 of the

The Exhibit A, which is filed on Form NSD-3 (Formerly CRM-157), sets forth the information required to be disclosed concerning each foreign principal.
 The Exhibit B, which is filed on Form NSD-4 (Formerly CRM-155), sets forth the information concerning the agreement or understanding between the registrant and the foreign principal.

### III - ACTIVITIES

| 11. During this 6 month reporting period, have you engaged in any activities for named in Items 7, 8, and 9 of this statement?  Yes  | or rendered any services to any foreign principal<br>No □ |
|--|---|
| If yes, identify each such foreign principal and describe in full detail your ac   |   |
| 1) heparation of material promoting To<br>2) Contact w) media to place materia   | a before Travelers public                                 |
| 3) Organize press trips<br>4) Organize special events  |   |
| ,  |   |
|  |   |
| 12. During this 6 month reporting period, have you on behalf of any foreign prince Yes ☐ No ☐ ☐ ☐ ☐ ☐ ☐ ☐ ☐ ☐ ☐ ☐ ☐ ☐ ☐ ☐ ☐ ☐  | sipal engaged in political activity as defined below?     |
| If yes, identify each such foreign principal and describe in full detail all such the relations, interests and policies sought to be influenced and the means emparranged, sponsored or delivered speeches, lectures or radio and TV broadcast names of speakers and subject matter. | loyed to achieve this purpose. If the registrant          |
| names of speakers and subject matter.  |   |
|  |   |
|  |   |
|  |   |
|  |   |
|  |   |
|  |   |
|  |   |
|  |   |
|  |   |
| 13. In addition to the above described activities, if any, have you engaged in activity your foreign principals?  Yes No V   | ty on your own behalf which benefits any or all of        |
| If yes, describe fully.  |   |
|  |   |
|  |   |

<sup>5</sup> The term "political activities" means any activity that the person engaging in believes will, or that the person intends to, in any way influence any agency or official of the Government of the United States or any section of the public within the United States with reference to formulating, adopting or changing the domestic or foreign policies of the United States or with reference to the political or public interests, policies, or relations of a government of a foreign country or a foreign political party.

### IV - FINANCIAL INFORMATION

| 14. (a) | During this 6 month reporting period, have you received from any foreign principal named in I statement, or from any other source, for or in the interests of any such foreign principal, any co either as compensation or otherwise? Yes V No                               |   |
|---------|--|---|
|         | If no, explain why.  | .•  |
|         |  |   |
|         |  |   |
|         |  |   |
|         | If yes, set forth below in the required detail and separately for each foreign principal an account  | t of such monies.                           |
| ٠, زدې  | Date From whom Purpose   | Amount 96                                   |
| 121     | 1110-11/30/10 Beromida Dept Tourism  | 336,000                                     |
|         |  |   |
|         | Als see attached!  |   |
|         |  |   |
|         |  |   |
|         |  | 91  |
|         |  | 35 24, 966.96<br>Total 96<br>AL 15 420, 966 |
|         | िर्ग   | 10tal 966 -                                 |
| , ,     |  |   |
|         | If yes, have you filed an Exhibit D <sup>8</sup> to your registration? Yes \( \square\) No \( \square\)  |   |
|         | If yes, indicate the date the Exhibit D was filed.  Date   |   |
|         | RECEIPTS – THINGS OF VALUE  During this 6 month reporting period, have you received any thing of value, other than money to named in Items 7, 8, or 9 of this statement, or from any other source, for or in the interests of an Yes   No   No   No   No  No  No  No  No  No |   |
| . 1     | If yes, furnish the following information:   |   |
|         | Name of Date Description of  | •   |
| 1       | foreign principal received thing of value Purpo  | se*   |
|         |  |   |
|         |  |   |
|         | ė.   |   |
|         | $G_{\epsilon}$   | •   |

<sup>6, 7</sup> A registrant is required to file an Exhibit D if he collects or receives contributions, loans, money, or other things of value for a foreign principal, as part of a fund raising campaign.

(See Rule 201(c).)

8 An Exhibit D, for which no printed form is provided, sets forth an account of money collected or received as a result of a fund raising campaign and transmitted for a foreign principal.

9 Things of value include but are not limited to gifts, interest free loans, expense free travel, favored stock purchases, exclusive rights, favored treatment over competitors, "kickbacks," and the like.

| 15. (a) |            | EMENTS – MONIES  nis 6 month reporting p            | eriod, have you              |                     |                          |                              |
|---------|------------|---|------------------------------|---------------------|--------------------------|------------------------------|
|         |            | rsed or expended mon his statement?                 | ies in connection with activ | vity on behalf of a | ny foreign princ<br>No □ | ipal named in Items 7, 8, or |
|         | (2) transi | mitted monies to any s                              | uch foreign principal?       | Yes 🗌               | No 🕡                     |                              |
|         | If no, exp | lain in full detail why                             | there were no disbursement   | s made on behalf    | of any foreign p         | rincipal.                    |
|         |            | forth below in the requ<br>nsmitted, if any, to eac |                              | or each foreign pr  | incipal an accou         | nt of such monies, including |
|         | Date       | To whom   | Purpose                      |                     |                          | Amount                       |
| 411)    | 10 -       | 11)30/10  | Bermerd<br>Phone Ce          | a Dap. T            |                          | 34,96696                     |
|         |            |   | Phone Ce                     | rlls                |                          |                              |
|         |            |   | Faxes                        |                     |                          |                              |
|         | •          |   | bedere                       | <b>,</b>            |                          |                              |
|         |            |   | Photoco                      |                     |                          |                              |
|         |            |   | Postage                      |                     |                          |                              |
|         |            |   | Printer                      | S                   |                          |                              |
|         |            |   | messen                       | girs                |                          |                              |
| ٠       |            |   | Taxis                        |                     |                          |                              |
|         |            |   | Autar                        | es                  |                          |                              |
|         |            |   | 4-150                        | <b>X</b>            |                          |                              |

|                    | Yes  No  |   |  |                            |
|--------------------|--|---|--|----------------------------|
| If yes, furnish t  | the following information                          | n:  |  |                            |
| Date<br>disposed   | Name of person to whom given                       | On behalf of what foreign principal   | Description of thing of value            | Purpose                    |
|                    |  |   |  |                            |
|                    |  |   |  |                            |
|                    |  |   |  |                            |
|                    |  |   |  |                            |
|                    | ,  |   |  |                            |
|                    |  |   |  |                            |
|                    |  |   |  |                            |
| During this 6 mo   | nde any contributions of with any primary election | CRIBUTIONS  Ive you from your own funds  money or other things of value  on, convention, or caucus hele | ue <sup>11</sup> in connection with an e | ection to any political of |
| If yes, furnish th | e following information:                           | :   |  |                            |
| Date               | Amount or thing of value                           | Name of political   |  | Name of candidate          |

### **V-INFORMATIONAL MATERIALS**

|     | <ol> <li>During this 6 month report</li> <li>Yes ☐</li> </ol> | orting  | period, did you prepare, diss<br>No []   | semin       | ate or cause to b                     | e dissemii          | nated any in | formational materials 12 | ¹ <b>?</b>  |
|-----|---|---------|--|-------------|---------------------------------------|---------------------|--------------|--------------------------|-------------|
|     | IF YES, RESPOND TO  | THE     | REMAINING ITEMS IN S.  | ECTI        | ON V.                                 |                     |              |                          |             |
|     | 7. Identify each such foreig                                  | gn pri  | ncipal.  |             | ·                                     | <del></del>         | <del></del>  |                          |             |
|     |   |         |  |             |                                       |                     |              |                          |             |
|     |   |         |  |             |                                       |                     |              |                          |             |
|     |   |         |  |             |                                       |                     |              |                          |             |
|     |   |         |  |             |                                       |                     |              |                          |             |
|     |   |         |  |             | •                                     |                     |              |                          |             |
|     |   |         |  |             |                                       |                     |              |                          |             |
| -18 | 3. During this 6 month repo                                   | rting   | period, has any foreign princ  | ipal (      | established a bud                     | get or allo         | cated a spe  | cified sum of money to   | ,           |
|     | finance your activities in                                    | prepa   | aring or disseminating inform  | ation       | al materials?                         | Yes                 |              | No 🖸                     |             |
|     | If yes, identify each such                                    | forei   | gn principal, specify amount,  | , and       | indicate for what                     | period of           | f time.      |                          |             |
|     |   |         |  |             |                                       |                     |              |                          |             |
|     |   |         |  |             |                                       |                     | •            |                          |             |
|     |   |         |  |             |                                       |                     |              | ·                        |             |
|     |   |         |  |             |                                       |                     |              |                          |             |
| •   |   |         | <i>.</i>   |             |                                       |                     |              |                          |             |
|     |   |         |  |             | ·                                     |                     | ·            |                          |             |
| 19  | . During this 6 month repor<br>materials include the use of   |         | period, did your activities in period, did your activities in period of the following: | эгера       | ring, disseminati                     | ng or caus          | sing the dis | semination of informati  | onal        |
|     | Radio or TV<br>broadcasts                                     |         | Magazine or newspaper articles   |             | Motion picture                        | films               |              | Letters or telegram      | ıs          |
|     | Advertising campaigns   |         | Press releases   |             | Pamphlets or of                       | her public          | cations      | Lectures or speech       | es          |
|     | Internet  |         | Other (specify)  | <del></del> | · · · · · · · · · · · · · · · · · · · |                     | <u>.</u>     |                          |             |
| 20. | During this 6 month report following groups:                  | ing p   | eriod, did you disseminate or  | caus        | se to be dissemin                     | ated infor          | mational m   | aterials among any of t  | he          |
|     | Public officials  |         | □ Newspapers   |             | •                                     | . 🔲                 | Libraries    |                          |             |
|     | Legislators   |         | ☐ Editors  |             |                                       |                     |              | al institutions          |             |
|     | Government agencies   |         | ☐ Civic groups of  | r ass       | ociations                             |                     | Nationalit   | y groups                 |             |
| П   | Other (specify)   |         |  |             |                                       |                     |              |                          |             |
| 21. | What language was used in                                     | the i   | nformational materials:  |             |                                       |                     |              |                          |             |
|     | English   |         |  | _           | Other (specif                         |                     | ·            |                          | <del></del> |
| 22. | Did you file with the Regist                                  | tration | n Unit, U.S. Department of J<br>nated during this 6 month re                           | ustice      | e a copy of each                      | item of su<br>Yes [ |              | ntional materials No     |             |
|     |   |         |  | •           |                                       |                     | · · ·        |                          | <del></del> |
| 23. | Did you label each item of s<br>Yes                           |         | nformational materials with<br>No □  | the s       | tatement required                     | d by Secti          | on 4(b) of   | the Act?                 |             |
|     |   | _       | ·  |             |                                       | •                   |              |                          |             |

<sup>12</sup> The term informational materials includes any oral, visual, graphic, written, or pictorial information or matter of any kind, including that published by means of advertising, books, periodicals, newspapers, lectures, broadcasts, motion pictures, or any means or instrumentality of interstate or foreign commerce or otherwise. Informational materials disseminated by an agent of a foreign principal as part of an activity in itself exempt from registration, or an activity which by itself would not require registration, need not be filed pursuant to Section 4(b) of the Act.

# VI – EXECUTION

In accordance with 28 U.S.C. §1746, the undersigned swear(s) or affirm(s) under penalty of perjury that he/she has (they have) read the information set forth in this registration statement and the attached exhibits and that he/she is (they are) familiar with the contents thereof and that such contents are in their entirety true and accurate to the best of his/her (their) knowledge and belief, except that the undersigned make(s) no representation as to the truth or accuracy of the information contained in the attached Short Form Registration Statement(s), if any, insofar as such information is not within his/her (their) personal knowledge.

| (Date of signature) | (Type or print name under each signature 13) |
|---------------------|--|
| 12-28-10            | de de  |
|                     |  |
|                     | Los Rena Hammond                             |
|                     |  |
|                     |  |
|                     |  |
|                     |  |
|                     |  |

NSD/CES/REGISTRATION UNIT

# UNITED STATES DEPARTMENT OF JUSTICE FARA REGISTRATION UNIT NATIONAL SECURITY DIVISION WASHINGTON, D.C. 20530

# **NOTICE**

Please answer the following questions and return this sheet in triplicate with your Supplemental Statement:

| 1. Is your answer to Item 16 of Section formerly Form CRM-154 Supplemental Section 1.                  | on V (Informational Materials – pa<br>Statement): | ge 8 of Form NSD-2,    |
|--|---|------------------------|
| YES  | or NO 🗸   |                        |
| (If your answer to question 1 is "yes" do  | not answer question 2 of this form.)              | )<br>)                 |
| 2. Do you disseminate any material   | in connection with your registration              | ::                     |
| YES  | or NO 🗸   |                        |
| (If your answer to question 2 is "yes" pleafilms, film catalogs, posters, brochures, past six months.) |   | isseminated during the |
| Signature  Los Rena Hammond  Please type or print name of Signatory on the line above                  | Date  | 2010 DEC 30 PM 12: 42  |
| Title  |   |                        |



### U.S. Department of Justice

National Security Division

Washington, DC 20530

# THIS FORM IS TO BE AN OFFICIAL ATTACHMENT TO YOUR CURRENT SUPPLEMENTAL STATEMENT - PLEASE EXECUTE IN TRIPLICATE

### SHORT-FORM REGISTRATION INFORMATION SHEET

### SECTION A

The Department records list active short-form registration statements for the following persons of your organization filed on the date indicated by each name. If a person is not still functioning in the same capacity directly on behalf of the foreign principal, please show the date of termination.

### Short Form List for Registrant: Lou Hammond & Associates, Inc.

| Last Name            | First Name and Other Names | Registration Date        | Termination Date | Role |
|----------------------|----------------------------|--------------------------|------------------|------|
| Gallagher<br>Hammond | Terry<br>Lou Rena          | 05/15/2009<br>05/15/2009 | no changes       |      |

# BERMUDA DEPARTMENT OF TOURISM INVOICES FROM 4/1/2010 TO 11/30/2010

| DATE       | RETAINER   | OUT-OF-POCKET |
|------------|------------|---------------|
| 4/1/2010   | 42,000.00  |               |
| 5/1/2010   | 42,000.00  |               |
| 5/24/2010  |            | 3,698.89      |
| 6/1/2010   | 42,000.00  |               |
| 6/24/2010  |            | 6,509.93      |
| 7/1/2010   | 42,000.00  |               |
| 7/23/2010  |            | 11,165.95     |
| 8/2/2010   | 42,000.00  |               |
| 8/23/2010  |            | 8,733.48      |
| 9/1/2010   | 42,000.00  |               |
| 9/24/2010  |            | 8,804.43      |
| 10/1/2010  | 42,000.00  |               |
| 10/27/2010 |            | 25,821.45     |
| 11/1/2010  | 42,000.00  |               |
| 11/23/2010 |            | 20,232.83     |
|            |            |               |
| TOTAL _    | 336,000.00 | 84,966.96     |



# LOU HAMMOND & ASSOCIATES, INC.

39 Fast 51st Street, New York, NY 10022-5901 - 212-308-8880 · Fax 212-891-0200 · e-mail lha@lhammond.com www.louhammond.com

Bill To

C. Ann Shutte
Director of Global Operations
BERMUDA DEPARTMENT OF TOURISM
675 Third Avenue 20th Floor
New York, NY 10017

Invoice

Date 5/24/2010

Invoice # 32813

FOR: Out-of-pocket expenses incurred on your behalf during the month of April.

| Item                         | Description   | Amount   |
|------------------------------|---|--|
| Media Transportation         | Round-trip airfare for Ashley Colburn, Host/Producer and Joshua Middleton,    | 1,219.00   |
|                              | Cameraman, to film WOW, Wealth TV   |  |
| Media Transportation         | Flight for editor Paul Kandarian  | 402.50   |
| Telephone                    | Long-distance telephone   | 11.93  |
| Press Clipping Service       | BurrellesLuce clipping service  | 329.63   |
| Travel/Entertainment Expen   | Meals, tip and taxi from JFK airport during Bermuda trip for Susannah Gregory | 85.90  |
| Travel/Entertainment Expen   | Taxis, flight snack and hotel for Michelle Horn during Canadian press trip    | 479.42   |
| Transportation               | Car service to Newark airport for Susannah Gregory                            | 78.54  |
| Travel/Entertainment Expen   | Taxi in New York and meal with journalist in Bermuda for Susannah Gregory     | 71.80  |
| Federal Express              | FedEx package   | 77.44  |
| Transportation               | Amtrak tickets to Boston re Red Sox press event - Terry Gallagher             | 237.00   |
| Transportation               | Round-trip airfare NY-Bermuda-NY for Susannah Gregory                         | 637.73   |
| CD Duplication               | Burn images and presentation onto CDs   | 20.00  |
| Photocopying                 | Color copies  | 29.00  |
| Deliveries                   | Delivery  | 19.00  |
|                              |   |  |
|                              |   |  |
|                              |   |  |
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| and the property of the con- |   | ranga<br>Chian   |
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|                              |   | NSD/CES/REGIS 2010 DEC 30  |
| •                            |   | (1)  |
|                              |   | õ e  |
| •                            |   | (A)  |
| • .                          |   |  |
|                              |   | EGISTRATIO   |
|                              |   |  |
|                              |   |  |
|                              | 그리는 화장 그림 전 문의 불 때 되었다. 유통의 시간 가게 하면 하는 점점                                    | Total \$\infty\$3,69\(\varepsilon\) 89   |
| Payable within 30 days of in | voice. A charge of 1.5% per month will be made thereafter.                    | TO THE PARTY OF TH |

# **CREDIT CARD FORM (FORM K)**

Use of company credit card: Immediately after charging on your groups credit card you must complete the following and given to the Controller:

|  |           | VISA   |
|--|-----------|--|
| TO: CONTROLLER   |           |  |
| DATE: <u>April 29, 2010</u>  |           |  |
| VENDOR: <u>Priceline.com</u>   |           |  |
| CLIENT & CODE 222  |           |  |
| APPROX. AMOUNT: \$1,219.00   |           |  |
| DESCRIPTION: Round-trip airfare for A<br>Middleton, Cameraman to film WOW, a 30-n<br>Wealth TV |           | olburn, Host/Producer and Joshu<br>evel program about Bermuda on |
| NAME: <u>Emily Santos</u>  |           |  |
| Charges over \$2,000 must have the Chairman  | or Presid | dent's approval.   |
| Approved by Chairman / President:  |           |  |
| Date:  |           |  |

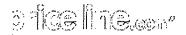
### **Emily Santos**

From: Priceline.com Customer Service [ItineraryAir@trans.priceline.com]

Sent: Thursday, April 29, 2010 5:08 PM

To: Emily Santos

Subject: Your priceline.com Itinerary for Bermuda, Bermuda - May 23, 2010 (Itinerary #802-923-681-02)



Flights | Hotels | Cars | Packages | Cruises | Tours & Attractions | PriceBreakers
Check your request | Reliable |

Thank you for booking your trip with priceline. A copy of the itinerary is shown below. Click here to access your complete itinerary and receipt, along with other important information for your request number 802-923-681-02. Since airlines change flight schedules from time to time, it is your responsibility to call the airline and confirm flight information prior to each departure.

# FLY NOW / DRIVE LATER

Congratulations, you are eligible to receive a \$30 Rental Car Bonus Cash Coupon, instructions on how to redeem your coupon will be emailed to you in the next 3 to 5 days.

### Add A Rental Car

| our flight itinerary<br>Departing Flight Information |   |   |  |
|--|---|---|--|
| American Airlines<br>Flight 160<br>5h 25m , 2439mi   | From<br>San Diego - Lindbergh Field (SAN)<br>San Diego, CA<br>Departs: 05/23/2010 at 7:35 A.M.                | To<br>New York City - John F Kennedy<br>Intl (JFK)<br>New York City, NY<br>Arrives: 05/23/2010 at 4:00 P.M. | Aircraft<br>Boeing 757 (Jet)<br>Economy/Coach Class          |
| American Airlines<br>Flight 1460<br>2h 55m , 761mi   | From<br>New York City - John F Kennedy<br>Intl (JFK)<br>New York City, NY<br>Departs: 05/23/2010 at 5:29 P.M. | To<br>Bermuda - Kindley Field (BDA)<br>Bermuda, Bermuda<br>Arrives: 05/23/2010 at 9:24 P.M.                 | Aircraft<br>Boeing 757 (Jet)<br>Economy/Coach Class          |
| leturning Flight Information                         |   |   |  |
| US Airways<br>Flight 1425<br>2h 24m , 783mi          | From<br>Bermuda - Kindley Field (BDA)<br>Bermuda, Bermuda<br>Departs: 05/28/2010 at 3:10 P.M.                 | To<br>Philadelphia Intl (PHL)<br>Philadelphia, PA<br>Arrives: 05/28/2010 at 4:34 P.M.                       | Aircraft<br>Airbus A320-100/200 (Jet)<br>Economy/Coach Class |
| US Airways<br>Flight 1147<br>5h 45m , 2363mi         | From<br>Philadelphia Intl (PHL)<br>Philadelphia, PA<br>Departs: 05/28/2010 at 5:45 P.M.                       | To<br>San Diego - Lindbergh Field (SAN)<br>San Diego, CA<br>Arríves: 05/28/2010 at 8:30 P.M.                | Aircraft<br>Airbus A321-100/200 (Jet)<br>Economy/Coach Class |
| assenger information                                 |   |   |  |
| Passenger 1: Joshua Middleton                        |   | Delivery:<br>Electronic   | tickets will be issued for this fli                          |
| Passenger 2: Ashley Colburn                          |   |   |  |
| Airline Record Locator (PNR): Ch                     | łTIIO,BTH9M1  |   |  |

### summary of charges

Apply for our new priceline rewards Visa card today and you can earn up to \$50 cash back on your first purchase. Plus, enjoy these additional benefits:

- Earn double, triple, or even quadruple points on priceline.com purchases

- Redeem your points for anything you buy (\$25 minimum)

Airline Ticket Offer Price with Taxes: \$609.50 (USD) per ticket

Airline Ticket Fees:

\$0.00 (USD) per ticket

Number of Tickets:

2

Airfare Subtotal:

\$1219.00 (USD)

**Total Trip Cost:** 

\$1219.00 (USD)

### frequently asked questions

Schedule Changes

Baggage/Special Requirements

Notice of Incorporated Terms

Fare Rules and Restrictions

International Travel

Airport Check-in and Security

Frequent Flyer and Loyalty Programs

Seat Assignments

What are the baggage / carry-on restrictions and fees?

Self help

Contact Us

#### customer service

If you need assistance with this or any other priceline purchase please contact a customer service representative at the number below. Please have both your request number and the phone number you provided when you placed your request when you call. Thanks again for using priceline.

Customer service Phone Number: 1-800-340-0575 (when calling from the United States/Canada) or +44 (0)20 7136 8462 (when calling from anywhere else)

Your Request Number: 802-923-681-02 Phone Number You Provided: 212-891-0241



Name Your Own Price® on Bermuda, Bermuda Hotels

Best Price and Quality Guaranteed.





Shop and Compare Bermuda, Bermuda Hotels.

Check prices and availability for your trip to Bermuda, Bermuda.







**Airport Parking** 

Safe, reliable, door-to-door Reserve airport parking for your trip.







**Airport Ground Transportation** 

Safe, reliable, door-to-door transportation to and from the airport and your hotel.





### **CREDIT CARD FORM (FORM K)**

Use of company credit card: Immediately after charging on your groups credit card you must complete the following and given to the Controller:

|                 | RICAN EXPRESS                    |         | VISA            |
|-----------------|----------------------------------|---------|-----------------|
| TO:             | CONTROLLER                       |         |                 |
| DATE:           | 05.03.10                         |         |                 |
| VENDOR:         | <u>Delta</u>                     |         |                 |
| CLIENT & CO     | ODE Bermuda 222                  |         |                 |
| APPROX. AN      | 10UNT: <u>\$402.50</u>           |         |                 |
| DESCRIPTIO      | N: Flight for Editor Paul Kar    | ndarian | to Bermuda.     |
| NAME:           | Kristina Paiz                    |         |                 |
| Charges over \$ | 52,000 must have the Chairman or | Presid  | ent's approval. |
| Approved by (   | Chairman / President:            |         |                 |
| Date:           |                                  |         |                 |

### Mary Messias

From:

Kristina Paiz

Sent:

Monday, May 03, 2010 5:49 PM

To:

Mary Messias

Cc:

Susannah Gregory

Subject:

FW: PAUL K BOSTON 24MAY10

Attachments: Credit Card Form (Form K) - Bermuda - Paul K..doc

Hello Mary,

Here is the expense report for the recent purchase on the AMEX by me! ©

From: DeltaElectronicTicketReceipt@delta.com [mailto:DeltaElectronicTicketReceipt@delta.com]

Sent: Monday, May 03, 2010 5:48 PM

To: Kristina Paiz

Subject: PAUL K BOSTON 24MAY10





### Your Receipt and Itinerary

LOU HAMMOND 39 E 51ST STREET NEW YORK NY 10022 (Scan this barcode at a Delta Self-Service Kiosk to access your reservation.)

Thank you for choosing Delta. We encourage you to review this information before your trip. If you need to contact Delta or check on your flight information, go to <u>delta.com</u>, call 800-221-1212 or call the number on the back of your SkyMiles® card.

Now, managing your travel plans just got easier. You can exchange, reissue and refund electronic tickets at <u>delta.com</u>. Take control and make changes to your itineraries at delta.com/itineraries.

Speed through the airport. Check-in online for your flight.

-- Check-in

### Flight Information

DELTA CONFIRMATION #: DPEQD9

TICKET #: 00623263871156

| Day | Date  |       | Flight | Status | Bkng<br>Class | <br>City              | Time          | Meals/<br>Other | Seat/<br>Cabin |
|-----|-------|-------|--------|--------|---------------|-----------------------|---------------|-----------------|----------------|
| Mon | 24MAY | DELTA | 561    | OK     | L             | <br>BOSTON<br>BERMUDA | 830A<br>1139A | V               | 21B<br>COACH   |
| Wed | 26MAY | DELTA | 560    | OK     | υ             | <br>BERMUDA<br>BOSTON | 1240P<br>158P | v               | **<br>COACH    |

Check your flight information online at delta.com or call the Delta Flightline at 800-325-1999.

Key to Terms

# - Arrival date different than departure date

\*\* - See Seats on delta.com

\*\*\* - Multi meals

Baggage and check-in requirements vary by airport and airline, so please check with the operating carrier on your ticket.

Please review Delta's check-in Requirements and baggage guidelines for details.

You must be checked in and at the gate at least 15 minutes before your scheduled departure time for travel inside the

You must be checked in and at the gate at least 45 minutes before your scheduled departure time for international travel. For tips on flying safely with laptops, cell phones, and other battery-powered devices, please visit <a href="http://SafeTravel.dot.gov">http://SafeTravel.dot.gov</a>.

Do you have comments about our service? Please email us to share them with us.

\*S\$ - Multiple seats

AR - Arrives B - Breakfast

C - Bagels/Beverages

D - Dinner

F - Food available for purchase

L - Lunch

LV - Departs

R - Refreshments - Complimentary

M - Movie

S - Snack T - Cold meal

V - Snacks for Sale

### **Passenger Information**

PAUL KANDARIAN

### **Billing Details**

### Receipt Information

Fare Details: BOS DL BDA164.00L7LC DL BOS144.00U7LC NUC308.00END ROE1.00 XF B OS4.5

Fare:

308.00 USD

Form of Payment AX\*\*\*\*\*\*\*92008

Tax:

94.50 TX

Total: 402.50 USD

NON-REF/\$CHANGE FEE

Note: When using certain vouchers to purchase tickets, remaining credits may not be refunded. Additional charges and/or credits may apply and are displayed in the sections below.

This ticket is non-refundable unless issued at a fully refundable fare. Any change to your itinerary may require payment of a change fee and increased fare. Failure to appear for any flight without notice to Delta will result in cancellation of your remaining reservation.

#### **Detailed Tax Information**

### Total Tax: 94.50 USD

XF 4.50 XA 5.00 XY 7.00 BL 4.30 BM 35.00 EN 4.00 AY 2.50 US 32.20

### **Ticketing Details**

Scan this barcode at a Delta Self-Service Kiosk to access your reservation.



TICKET #: 00623263871156

Issue Date: 05/03/10 Expiration: 05/03/11

Place of Ticket Issue: LAXWEB

Issuing Agent Id: DL/WW
Ticket Issue date: 03MAY10

Not Transferable

Save money when you book your next <u>car or hotel</u> at delta.com.

Save up to 40% off your rental plus earn double miles on rentals of 1 or more days.

<u>Hotel Search</u> by Hilton Worldwide.

Up to 25,000 bonus miles. Plus, no annual fee for first year. Apply Now.



ITEMIZED CALL DETAIL

DATE OF INVOICE INVOICE PERIOD 04.15.10 03.15.10 - 04.14.10 INVOICE NUMBER ACCOUNT NUMBER PAGE 52230886 4358104 99

| LONG DISTANCE OUTGO |  |  |  |  |
|---------------------|--|--|--|--|
|                     |  |  |  |  |
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|                     |  |  |  |  |

| 222                 |          |              |                 | 해보는 보니? |              |
|---------------------|----------|--------------|-----------------|---------|--------------|
| (212) 542-9930      |          |              |                 |         |              |
| REFERENCE DATE      | TIME     | # CALLED     | LOCATION        | MINUTES | AMOUNT       |
| 401274121 03/23     | 12:01 PM | 647 427-2441 | TORONTO ,ON     | 37.2    | 2.5700       |
| 402263129 03/30     | 11:23,AM | 441 292 0023 | DEVONSHIRE,BM   | 1.3     | 0.2300       |
| 402263129 03/30     | 12:58 PM | 441 292-0023 | DEVONSHIRE,BM   | 12:3    | 2.1000       |
| 402555898 03/31     | 01:14 PM | 905 849 8118 | OAKVILLE ON     | 1.6     | 0.1200       |
| 16758915397 04/08   | 01:42 PM | 218 339-4300 | CASS LAKE, MN   | 28.4    | 0.0000       |
| 403484067 04/07     | 02:15 PM | 441 238-8000 | DEVONSHIRE,BM - | 5.0     | 0.8500       |
| 403797857 04/08     | 05:05 PM | 416 482-1556 | TORONTO ,ON     | 28.8    | 1.9900       |
| 403980492 04/09     | 10:17 AM | 441 292-0023 | DEVONSHIRE,BM   | 1.4     | 0.2400       |
| 404267089 04/12     | 01:48 PM | 441 292-0023 | DEVONSHIRE,BM   | 1.4     | 0.2400       |
| 404664170 04/14     | 04:12 PM | 441 238-8000 | DEVONSHIRE,BM   | 1.9     | 0.3300       |
| Total for: (212) 54 | 2-9930   |              | 10 Calls        | 119.3   | ा राष्ट्रक 🔐 |
| Total for: 222      |          | * 11         | 10 Calls        | 119.3   | 1.37045      |

\$11.93



75 East Northfield Road, Livingston, New Jersey 07039 973,992,6600 / 809 631 1160

Lou Hammond & Associates \Bermuda Tourism

Att: Ms. Mary Messias, Controller

39 East 51st Street New York, NY 10022 INVOICE

TERMS: NET 30 DAYS

PO NO P

ACCOUNT NO № 8266 AQ
DATE № 04/30/10

INVOICE NO ▶ 10033310

INVOICE TOTAL \$329.63

TOTAL DUE \$329.63

| For the period 04/10/10 through 04/30/10 Previous Balance Basic Rate Charge  | 0.00  |
|--|---|
| Clip Transactions: 66 Clippings Delivered 32 eClips Charged @ \$1.42 each 29 Scanned Clips Charged @ \$1.42 each 2 WSJ Online Clips Charged @ \$2.84 each 3 WSJ Scanned Clips Charged @ \$2.84 each Copyright Royalty Fees Sales Tax | 45.44<br>41.18<br>5.68<br>8.52<br>7.56<br>26.25 |

22/

**INVOICE TOTAL** 

⇒ 329.63

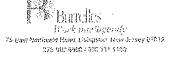
AN INTEREST CHARGE IS ASSESSED ON ALL AMOUNTS OVER 30 DAYS OUTSTANDING

TOTAL AMOUNT DUE 🌬

329.63

| CURRENT  | OVER 30 DAYS | OVER 60 DAYS | OVER 90 DAYS | OVER 120 DAYS |
|----------|--------------|--------------|--------------|---------------|
| \$329.63 | \$.00        | \$.00        | \$.00        | \$.00         |





PURCHASE ORDER NO 腳

ACCOUNT NO \$8266 AQ

DATE \$\infty 04/30/10

INVOICE NO. №10033310

# **EXPENSE REPORT (FORM J)**

# PAGE 1 OF 1

| CLIENT CODE: 272        | NAME: Sugannah Gregotzy   |                                       | DATE: 4 9 0 |
|-------------------------|---|---------------------------------------|-------------|
| CLIENT-RELATED (Billab) | le and Non-billable)  |                                       |             |
| DATE                    | DESCRIPTION*  | TOTAL AMOUNT                          | WORK CODE   |
| 413110                  | Family - 5. Gragory bray for for travel to Bernuda                    | \$10.08                               | C           |
| Hicelio                 | Island coffee - S. Gregory breakfast for travel to Brownilla          | \$10.75                               | C           |
| 4/10/10                 | NYCTAXI - TELOTOPORT TO LHE A OFFICE - S. G. REGORY Travel to Premise | \$55.07                               | C.          |
| 4/15/10                 | Tipforbreakfast at Newstrads - S. Gregorys R. Danes                   | \$10.00                               | C           |
|                         |   | · · · · · · · · · · · · · · · · · · · |             |
|                         |   |                                       |             |
|                         |   |                                       |             |
|                         |   |                                       |             |
|                         |   |                                       |             |
| NON-CLIENT-RELATED B    | USINESS (Description)   |                                       |             |
|                         | (Description)   |                                       |             |
|                         |   |                                       |             |
|                         |   |                                       |             |
|                         |   |                                       |             |
|                         |   |                                       |             |
|                         | ~   | 6                                     |             |
| mployee Signature       | Total Expenses  | \$ <u>85.4</u> 0                      |             |
| pproval: Eurly C. Sa    | (-) Less Advances<br>(+) Due Employee                                 | \$<br>\$                              |             |
| ate:                    | (-) Due LHA   | \$ <u>85.90</u>                       |             |

Work Codes: A: Entertainment \*(indicate name, title, company, type: lunch, dinner, etc.); B: Business Meals \*(see above); C: Travel; D: Media Contacts; E: Out-of-Pocket; F: Petty Cash Adv.



# TOLANS COFFEE

# Famous Famiglia

| Change Due:          | \$10.08  |              |
|----------------------|----------|--------------|
| Bash                 | \$20.    | 101.         |
| Amt Due:             | \$9.9    | TEIT         |
| Sub w/ Tax           | \$9      | HaHi         |
| Tax:                 | æn.      | ATEN         |
| Subtotal:            | ውብ :     | Mil          |
| 1 Bottled Water LG   |          | JULI.        |
| 1 Orange Juice       |          | AHOO<br>XIII |
| 1 Bagel w/Veg Crm Ch | 40.70    | HUI.<br>Yird |
| [Seat 1]             |          | M.F.         |
| Date: 04/13/10       |          | RIS          |
|                      | ster#: 3 |              |

Thanks For Dining with us Have a Great Day!

> To Find All of Our Locations Please Vist Our Web Site WWW.FamousFamiglia.com

| 7. 3. Man. Respondent. a 10.7. 43.5. | ()-( | 16-2010 | FR) | 83 |
|--------------------------------------|------|---------|-----|----|
|--------------------------------------|------|---------|-----|----|

| ű.          | 7 (S. 1074)            | PEOS      | 4110     |
|-------------|------------------------|-----------|----------|
| CRYSTAL     | C 2,500<br>LODENC 5,00 | 04/16/10  | TR 5446  |
| CORPER/     |                        | START EN  | D MILES  |
| MHS         | HUTCH CAND             | 11:20 11: |          |
| EXTRA       | (). (i)                | JFK Fare  |          |
| EXTRA-      | 0.50                   | RATE 2:\$ | 45.00    |
| <u>Graf</u> | 10.75                  | SURCH: \$ | 0.00     |
| Mil         | 10.75                  | QMTnl:\$  | 4.57     |
| CATEND      | j), (v)                | StSrch:\$ | 0.50     |
| THANGE      | 4.25                   | TOTAL: \$ |          |
|             |                        |           | 50.07    |
| FIGT        | 6                      |           | stip 195 |
| 1101.       | -0040-02:2001          | TO CONTAC | TITIC    |
| 200040      | An Oc. Mr. Pout B      | DIAL 3-   | 1-1      |
|             |                        |           |          |

\$10.00 tip - breatfull at Newstrad

# **EXPENSE REPORT (FORM J)**

# **PAGE <u>1</u> OF <u>1</u>**

| CLIENT CODE: 222                        | NAME: Michelle Horn  |              | <b>DATE:</b> 5/7/10 |
|---|--|--------------|---------------------|
| • CLIENT-RELATED (Billable              | e and Non-billable)  |              |                     |
| DATE                                    | DESCRIPTION*   | TOTAL AMOUNT | WORK CODE           |
| 5/2/10                                  | Cab to Newark airport for flight to Toronto: Michelle                  | 35.00        | E                   |
| 5/2/110                                 | Flight snack   | 2.66         | E                   |
| 5/2/10                                  | Cab from Toronto Pearson Airport to Fairmont Hotel                     | 55.00        | E                   |
| 513/10                                  | Hotel for overnight stay at Fairmont Hotel                             | 329.76       | E                   |
| 5/4/10                                  | Taxi with five Canadian pres trip journalists to The Reefs for dinner  | 11.00        | E                   |
| 5/4/10                                  | Taxi with five Canadian press trip journalists to The Reefs for dinner | 11.00        | E                   |
| 5/5/10                                  | Taxi from Newark airport home from Bermuda press trip                  | 35.00        | E                   |
| *************************************** |  |              |                     |
|   |  |              |                     |
|   |  |              |                     |
| • NON-CLIENT-RELATED B                  | USINESS (Description)  |              |                     |
|   |  |              |                     |
|   |  |              |                     |
|   |  |              |                     |
|   |  |              |                     |
|   |  |              |                     |

| Employee Signature | Total Expenses (-) Less Advances | \$ <u>479.42</u> |
|--------------------|----------------------------------|------------------|
| Approval:          | (+) Due Employee                 | \$<br>\$         |
| Date: 5/7/10       | (-) Due LHA                      | \$               |

Work Codes: A: Entertainment \*(indicate name, title, company, type: lunch, dinner, etc.); B: Business Meals \*(see above); C: Travel; D: Media Contacts; E: Out-of-Pocket; F: Petty Cash Adv.

# United Taxi & Limousine

24/7 Hour Dispatch Service 201-420-TAXI · 201-200-1333 (8294)

Fax: 201-985-9940

www.unitedlimojc.com

222-TOEUR IN PIE Date: \_ From: 24 Manhattan Ave To: NOWOUR Amount of Fare: 12 Other Charges: TOTAL! Driver's Name: Car Number: \_

222 MH cub hum from Germola 24/7 Hour Dispatch Service

**United Taxi** & Limousine 201-420-TAXI · 201-200-1333 (8294)

> Fax: 201-985-9940 www.unitedlimojc.com

| Date:            | 5-3  | -60 (a      |
|------------------|------|-------------|
| Amount of Fare:  | _#30 | )           |
| Other Charges: _ | \$ 5 |             |
| TOTAL:           | #35  |             |
| Driver's Name:_  |      | armel artas |
| Cab. Number:     | 74   |             |

| Car No. 98         | Date 0502 2010  |
|--------------------|-----------------|
| TOURN              | n learson proof |
| To PAIM            | Fare Amount \$  |
| GST No.            | 777.            |
|                    | Total 55 W      |
| Received with Than | 4-A-            |
|                    | 38 Jan 223      |

BTA DISPATCHING CAB# T1621 04/05/10 Date 19:32 TO 19:36 TRIP # 1.04 mi. DIST \$ 9,68 Rate 3 \$ 7.00 **EXTRAS** \$ 16.68 TOTAL THANK YOU (841)296-2121

TAXI from Rec ENJOY BERMUDA

CAB # T1410 DATE: 05/04/2010 START TIME 23:10 END TIME 23:15 TRIP # 5979 RATE NO. MILES FARE \$

FOR COMPLAINTS

DNC Travel Hospitality Services Newark Intl. Airport \*\*\*Vito's\*\*\*

1012 RHODA

CHK 2633 MAY02'10 2:32PM

| Muttin Banana         | 2.49 |
|-----------------------|------|
| Subtotal<br>Total Tax | 2.49 |
| Total Paid 2.         | 66   |
| Cash (PRT)            | 5.00 |
| Change Owed           | 2.34 |

Thank You for shopping at DNC Please share with us your "Special Guest Experience". We are committed to creating special experiences one guest at a time and we want to hear about your experience. Please call us at 973-623-2211 ext. 219 or email to GuestpathEWRCDNCINC.com Thank you for helping us "Create special experiences, one quest of a fine".



100 FRONT STREET W TORONTO, ON M5J 1E3 T 416 368 2511 F 416 368 2884 G.S.T. Registration # 832522213

Westjet Corporate
Ms Michelle Horn
CA

Room

12121

Folio#

1259493

Cashier #

179

Page #

1 of 1

Arrival

: 05-02-10

Departure

: 05-03-10

| Date                                    | Description                     | Additional Information | Charges | Credits |
|---|---------------------------------|------------------------|---------|---------|
| 05-02-10                                | Room Charge                     |                        | 299.00  |         |
| 05-02-10                                | G.S.T Rooms                     |                        | 14.95   |         |
| 05-02-10                                | P.S.T Rooms                     |                        | 14.95   |         |
| 05-02-10                                | Destination Marketing Fee       |                        | 8.52    |         |
| 05-02-10                                | G.S.T DMF                       |                        | 0.45    |         |
| 05-03-10                                | Mastercard<br>xxxxxxxxxxxxx8294 |                        |         | 337.87  |
| *************************************** |                                 | Total                  | 337.87  | 337.87  |
|   |                                 | Balance Due            | 0.00    | #329.70 |

**GST Summary** 

 Room
 15.40

 F&B
 0.00

 Other
 0.00

 Total
 15.40

Guest signature

Signature du client X ...

For information or reservations, visit us at www.fairmont.com or call Fairmont Hotels & Resorts from: United States or Canada 1800 441 1414

Pour information et réservations visitez notre web au www.fairmont.com ou téléphoner au Hôtels Fairmont de: De États-Unis or Canada 1800 441 1414

l agroo that my liability for this bill is not walved and I agree to be held personally liable in the event that the indicated person, company or association fails to pay for any part of or the full amount of these charges. Overdue balance subject to a surchurge at the rate of 1.5% per month after one month. (18.5% per annum.) I have accepted delivery of The Globe and Mail, Had I refused, I would have been eligible for a \$.75 (Mon-Fr) and \$1.50 (Sal.) credit to my account. (At participating hotels.)

Je mo porte personnellement responsable du règlement lotal de cette note au cas ou la compagnio, l'association ou son repósontant désigné en resuscrat le paiement, Los comples en soudificance sont aujets à un intérêt de 1,5% par mois après un mois. (19,56% par ennée) J'oi accopté la livraison du journal The Globe and Mail. Si javais refusé, jaurais pu obtenir un crédit à mon compte de 0,755 par jour (du Lundi au Vendredi) et de 1,50\$ to Samodi. (Dans les hôtels participants.)

Invoice Attachment -- Account:LO312

| CIL COLOR                               | FARE #            | 1887 477 Y      | JLA 2191032         |
|---|-------------------|-----------------|---------------------|
|   | 11/4/10/7         | HIGKUP 'A.M.    | For Office Use Only |
| 15150 WY 151 000 -                      |                   | DATE 4 17 10    | PRICE               |
| ROM 40 W (0 (F-                         | ACTUUL<br>Proxide | THE 6.024 M     | K.C.                |
| o EWR                                   | - STORE           | 76-7            | G-19. W.Y.          |
|   | America He        | <del>474B</del> | STOP S W.Y.         |
| Devisor Domina Dimesor                  | Clean :           | 1120            | PHOHE               |
| DIAL CAR                                |                   | 1190            | Jam Brus            |
| 2104 AVENUE X, BROOKLYN<br>(718) DIAL-D | AR (5             | 214/            | 1130                |
| ACCOUNT NO. DEPT. NO.                   | (Issaula D.       |                 | GRATUTY 22          |
| 0312                                    | MIS-              | J-418           | TOTAL               |
| JUJ - 1                                 |                   | OVER            |                     |

# **EXPENSE REPORT (FORM J)**

# PAGE 1 OF 1

| CLIENT CODE: 222   | NAME: SUSannah Gragoon  |                  | DATE:4/9/10                                  |
|--|---|------------------|--|
| · CLIENT-RELATED (Billa  | ble and Non-billable)   |                  |  |
| DATE   | DESCRIPTION*  | TOTAL AMOUNT     | WORK CODE                                    |
| Alliollo   | NYCTOXI - Utspiosfiles to S. Gregory a partment   | \$13-20          | C.   |
| 411010   | Elbon Beach - oxeaffrist on 4/14 and appetizees on 4/13 with  |                  |  |
|  | Robin Dines - S. Gregory terrel to Bermida  |                  |  |
|  |   |                  |  |
|  |   |                  |  |
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| -  | in the second of  |                  |  |
|  | Contact TLC Dial  I C NEW YORK  HACK # 00491409  RIP # 7782  RIP # 100  INTERNO CITY RHIE  SURCHARGE   9.70  INTERNO CITY RHIE  SURCHARGE   100  INTERNO CITY RHIE  CONTACT ILC DIAL  CONTACT INTERNO CITY RHIE  CONTACT INTERNO. CITY RHIE  CONTACT INT  |                  |  |
|  | 7 7 7 7 7 7 7 7 8 6 6 6 6 6 6 6 6 6 6 6   |                  |  |
| and the second s | 2   |                  |  |
|  | Contact TLC  I C NEW YOU  FINE # 0043  RIP # 1671  RIP   \$ 1047  RIP   \$ |                  |  |
|  | Ontact Course And Cour  |                  |  |
| NON-CLIENT-RELATED   |   |                  |  |
| NON-CORENT-REDATES   | ・ 工芸生者の面をいきに助用い中の <u>ローロー</u>   |                  |  |
|  |   |                  |  |
|  |   |                  |  |
|  |   |                  |  |
|  |   |                  |  |
|  |   |                  | <u>                                     </u> |
| and an extension   |   | 20160            |  |
| nployee Signature  | Total Expenses  | <u>\$71.80</u>   |  |
| Gint Call  | (-) Less Advances   | \$               |  |
| pproval: <u>Eizely Saul</u>  | (+) Due Employee  | <u>\$ ७(.८</u> ० |  |
| •  | (-) Due LHA   | \$               |  |
| ate:   |   |                  |  |

Work Codes: A: Entertainment \*(indicate name, title, company, type: lunch, dinner, etc.); B: Business Meals \*(see above); C: Travel; D: Media Contacts; E: Out-of-Pocket; F: Petty Cash Adv.



# **Guest Folio**

| Ms. Gregory, Susannah  | Arrival : 04/13/10   |
|------------------------|----------------------|
| Lou Hammond Associates | Departure : 04/16/10 |
| 39 East 51 Street      | Room Number: 814     |
| 10022 New York, NY     | Person(s) : 1        |
| United States          | Rsvn Number: 1102L9  |
|                        | Cashier : KB         |
|                        | Page Number: 1       |
|                        |                      |
| 04/16/10 / 14:15       |                      |

| Date        | Description             | Charges | Payment |
|-------------|-------------------------|---------|---------|
| 13-Apr-2010 | Seabreeze-Dinner #2191  | 21.10   |         |
| 14-Apr-2010 | In Room Dining-Lun#6993 | 37.50   |         |
| 16-Apr-2010 | XXXXXXXXXXXXX0637       |         | 58.60   |

Balance 0.00

| Signature: |  |
|------------|--|
|------------|--|

I acknowledge personal liability for payment of the above statement and if the person, company, or party indicated by me as being responsible for payment does not make payment, I shall upon demand make immediate payment to you.



**Invoice Number** 5-735-82376

Apr 06, 2010

**Total FedEx Express** 

Account Number 1015-9292-8

USD

Page 4 of 4

\$77.44

FedEx Express Shipment Detail By Reference (Original)

Dropped off: Mar 29, 2010 Cust. Ref.: 222 Ref.#2: Payor: Shipper Ref.#3:

Fuel Surcharge - FedEx has applied a fuel surcharge of 7.50% to this shipment.

. FedEx has audited this airbill for correct pieces, weight, and service. Any changes made are reflected in the invoice amount.

Discount applied is the greater of volume discount or dropoff discount. No additional discount applies.

INET <u>Sender</u> **Recipient** Automation WILLIAM GRIFFITH LOU HAMMOND Tracking ID 798519525199 LOU HAMMOND & ASSOCIATES, INC. BERMUDA DEPT OF TOURISM FedEx Intl Priority Service Type 39 EAST 51 STREET GLOBAL HOUSE FedEx Box Package Type **43 CHURCH STREET** NEW YORK NY 10022 US Orig./Dest. JRB/BDA HAMILTON HM11 BM Zone **Packages** 1 Rated Weight 3.0 lbs Mar 31, 2010 11:44 Delivered Signed by **C.PAYNTER** Transportation Charge 87.85 -15.81 FedEx Use P5936/US0010/\_ Discount Fuel Surcharge Customs 5.40 USD Total Transportation Charges **Entry Date** Mar 30, 2018 \$77.44 USD 222 Reference Subtotal \$77.44

# **CREDIT CARD FORM (FORM K)**

Use of company credit card: Immediately after charging on your group's credit card you must complete the following and give to the Controller:

| ⊠ AME  | RICAN EXPRESS  |  | VISA |  |  |
|--|----------------|--|------|--|--|
| TO:  | CONTROLLER     |  |      |  |  |
| DATE:  | <u>3/26/10</u> |  |      |  |  |
| VENDOR:  | <u>amtrak</u>  |  |      |  |  |
| CLIENT & CODE Bermuda 222  |                |  |      |  |  |
| APPROX. AMOUNT: \$237  |                |  |      |  |  |
| DESCRIPTION: Amtrak tickets to Boston for Red Sox press event        |                |  |      |  |  |
| NAME: Terry Gallagher  |                |  |      |  |  |
| Charges over \$2,000 must have the Chairman or President's approval. |                |  |      |  |  |
| Approved by Chairman / President:                                    |                |  |      |  |  |
| Date:  |                |  |      |  |  |

### **Terry Gallagher**

From: tickets@amtrak.com

Sent: Friday, March 26, 2010 8:33 AM

To: Terry Gallagher

Subject: Amtrak: Reservation Confirmation - THIS IS NOT A TICKET

Thank you for choosing Amtrak. Save or print this page for your records.

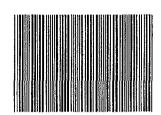
Reservation Number: 03D3D5

### THIS IS NOT A TICKET.

This confirmation notice is not a ticket. You must obtain a ticket before boarding.

### TICKETING INFORMATION

THIS IS NOT A TICKET. You must obtain your ticket(s) before boarding. You can pick up your tickets any Amtrak Quik-Trak self-service ticketing kiosk, or at any Amtrak ticket window. Please check station operating hours before you go, as Amtrak ticket window hours and/or Quik-Trak kiosk hours vary from station to station.



### SCAN AT QUIK-TRAK

To pick up tickets at a Quik-Trak ticketing kiosk, print this confirmation page. At the station, scan the barcode under the Quik-Trak scanner and then touch the 'Print Tickets' button. No credit card is needed.



#### **IMPORTANT POLICIES**

For important identification requirements, please visit http://www.amtrak.com/IDrequirements.html.

For important baggage policy information, please visit http://www.amtrak.com/BaggagePolicy.html.

All Amtrak trains except the Auto Train are non-smoking.

### PASSENGER INFORMATION

Passenger 1: Terence Gallagher (Adult)

### **ITINERARY**

3/26/2010

New York - Penn Station, NY (NYP) to Boston - Back Bay, MA (BBY) 28-MAR-10; 6:05 pm - 28-MAR-10; 9:33 pm Service: 2256 Acela Express Duration: 3 hr, 28 min <Departs> New York - Penn Station, NY (NYP) 28-MAR-10; 6:05 pm <Arrives> Boston - Back Bay, MA (BBY) 28-MAR-10; 9:33 pm <Seat(s)/Room(s)> 1 Business Class Seat Amenities: Snack car Boston - Back Bay, MA (BBY) to New York - Penn Station, NY (NYP) 29-MAR-10; 1:20 pm - 29-MAR-10; 4:45 pm Service: 2167 Acela Express Duration: 3 hr, 25 min <Departs> Boston - Back Bay, MA (BBY) 29-MAR-10; 1:20 pm <Arrives> New York - Penn Station, NY (NYP) 29-MAR-10; 4:45 pm <Seat(s)/Room(s)> 1 Business Class Seat Amenities: Snack car FARE INFORMATION Rail Fare \$237.00 Accommodations \$0.00 Price Ticket Delivery \$0.00 Fee Total \$237.00

### **BILLING INFORMATION**

Billed to: Lou Hammond 389 e. 51st New York, NY 10022 United States

Total Amtrak Charge \$237.00

Credit Card: American Express \*\*\*\*\*\*\*2008

### ADDITIONAL INFORMATION

- \* We recommend that you arrive at the station at least 30 minutes prior to your scheduled departure. Allow additional time if you need help with baggage or tickets.
- \* If you are traveling on the Auto Train you must check in at least two hours before scheduled departure.
- \* You may cancel (but not modify) your reservation online. Cancellation fees and/or refund fees may apply. To change your reservation, please call 1-800-USA-RAIL (1-800-872-7245).
- \* Need a hotel or car? Amtrak offers great deals for your destination. For the best hotel, car and activity deals, visit http://trip.amtrak.com to book now.
- \* THIS IS NOT A TICKET

### HAVE A GREAT TRIP!

Questions? Contact us online at http://www.amtrak.com/contactus.html or call 1-800-USA-RAIL (1-800-872-7245).

# **CREDIT CARD FORM (FORM K)**

Use of company credit card: Immediately after charging on your groups credit card you must complete the following and given to the Controller:

|  | N EXPRESS    |  | VISA |  |  |
|--|--------------|--|------|--|--|
| TO: CON  | TROLLER      |  |      |  |  |
| DATE: <u>04.06</u>   | 5.1 <u>0</u> |  |      |  |  |
| VENDOR: <u>Orbit</u>   | <u>Z</u>     |  |      |  |  |
| CLIENT & CODE Bermuda 222  |              |  |      |  |  |
| APPROX. AMOUNT: \$637.73   |              |  |      |  |  |
| DESCRIPTION: Flight for Suspannah Gregory to Bermuda                 |              |  |      |  |  |
| NAME: <u>Kristina Paiz</u>   |              |  |      |  |  |
| Charges over \$2,000 must have the Chairman or President's approval. |              |  |      |  |  |
| Approved by Chairman / President:                                    |              |  |      |  |  |
| Date:  |              |  |      |  |  |

### **Mary Messias**

From:

Kristina Paiz

Sent:

Wednesday, April 07, 2010 11:42 AM

To:

Mary Messias

Cc:

Susannah Gregory

Subject:

FW: Fwd: Travel Document - Bermuda/Hamilton 4/13/10

Attachments: Credit Card Form (Form K) - Orbitz Bermuda flight.doc

Mary,

Please find the below receipt and attached CC form for Susannah's flight to Bermuda on the AMEX. Thanks!

Krissy



### Your Travel Document

Hello Susannah,

Thanks for traveling with Orbitz. This e-mall confirms the ticket number(s) issued for the "Bermuda/Hamilton 4/13/10" trip.

Visit "My Trips" to add this reservation to your calendar.

### Ticket Information

Passenger(s): SUSANNAH GREGORY Continental Airlines record locator: D97P77 American Airlines record locator: BCXZOA Ticket type requested: electronic (e-ticket) Orbitz record locator: AP1101014ENAGU8M Airline ticket number(s): 0058601814805

Please note: At least one airline in this trip charges an additional fee for checked baggage. This fee is not included in your total trip cost. <u>See details</u>

Tuesday, April 13, 2010 Continental Airlines # 1653

Newark Liberty Int'l (EWR) to Bermuda/Hamilton L.F. Wade International (BDA) Departure (EWR): April 13, 7:55 AM EDT (morning) Arrival (BDA): April 13, 11:05 AM ADT (morning)

Class: Economy Seat: 6F | Seat is confirmed view/change seats

View the latest airport conditions at: EWR

April 6, 2010

Get E-mail Updates Sign up now for travel deals, alerts and specials.



#### Orbitz Care Alerts

Flight status alerts are set up for the following people.

Susannah Gregory 2024366360@txt.atl.net Text message Receiving: Departure Alerts , Airport Advisories

Update alert settings Learn more

New! Look up your itinerary and flight status on your mobile phone at mobile orbitz.com.

Friday, April 16, 2010 American Airlines # 1443

Bermuda/Hamilton L.F. Wade International (BDA) to New York John F Kennedy

inti (JFK)

Departure (BDA): April 16, 9:20 AM ADT (morning) Arrival (JFK): April 16, 10:35 AM EDT (morning)

Class: Economy Seat: 33A | Seat is confirmed view/change seats

JFK

Have your travel plans changed? Many tickets can be exchanged or canceled online by visiting "My trips" and clicking the <a href="Change/cancel airline ticket">Change/cancel airline ticket</a> option.

Cost and billing summary

**Booking Confirmation** 

Total airfare: \$637.73USD (including taxes and insurance)

Price Assurance: Get a cash refund if another customer books the same flight at a lower price. How it works

Please note that your fare may carry restrictions. Changes to your itinerary may result in additional fees. Review the fare rules in "My Trips" to learn more.

Important notice related to ticket terms and conditions.

Billing Information

Credit card holder's name: LOU HAMMOND Credit card type: American Express Credit card number: xxxxxxxxxxxx2008

Address:

39 EAST 51ST STREET

NEW YORK, NY 10022 United States

E-mail: gregory.susannah@gmail.com

At the airport

#### At the airport

Enjoy a hassle-free airport experience with these travel tips from Orbitz Care:

- -- Remember to print a copy of this e-mail and bring it with you to the airport. Your itinerary and ticket numbers may be required for check-in and/or Immigration.
- -- Remember to bring a valid government-issued photo ID to the airport. Check specific visa and passport requirements.
- Obtain your boarding pass before entering the security checkpoint. See more check-in tips
- -- Plan ahead and arrive early for airport security. Please review these updated security and packing <u>guidelines</u>, as they may change periodically.

Check-in Information

Because you're traveling with an e-ticket, no ticket will be mailed to you.

International Travel

Check visa and passport requirements.

Lastly, you can always look up your reservation under "My Trips" or on your mobile phone at mobile orbitz.com. If you have any questions, you can e-mail us.

Learn more

Great rates

Click for car, hotel and attractions & services rates in Bermuda/Hamilton







Orbitz extras

You have purchased Ticket Protector Plus for the following traveler(s):

Ms. Susannah Gregory

You should have received a separate confirmation e-mall detailing your policy. Please be sure to carry a copy of that confirmation with you on your trip. If you need any assistance with your travel protection, please contact Access America at 877-593-4989. See additional coverage options

This booking is subject to our <u>Privacy</u> <u>Policy</u> and our <u>Terms and Conditions</u>.

| Schedule Changes   | × |
|--|---|
| Schedule Changes   |   |
| You may receive an e-mail from Orbitz if a schedule change occurs prior to or during your trip. Such changes also will be noted in "My Trips". We recommend you check there periodically before your trip. |   |
| If there are changes to the flight(s), bring a printout with the updated itinerary and ticket number(s) to the airport. We will send you an e-mail 2-3 days before departure.                              |   |
| Thank you for choosing Orbitz.   |   |
| Enjoy your trip!   |   |
| Orbitz Team  |   |
| P.S. Need an answer? Check out our <u>Customer Service</u> section.  |   |
| Custom Vacations   Hotels   Elights   Cars   Cruise   Activities   |   |
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| Lincol   |   |
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|  |   |

## CD/DVD TO BURN/COPY OF CD/DVD (FORM AA)

Date: 3/29/10

For: Shannon H.

Client/Charges: Borneda-

Burn from:

Bormada Imagos onto CD

Computer:

Quantity needed: 1

Total Cost: \$\frac{\pi}{2} 10.00

101AL \$20.00

#### **Gabriel Perez**

From: Shannon Hartman

Sent: Monday, March 29, 2010 12:32 PM

To: Gabriel Perez

Cc: Terry Gallagher; Susannah Gregory

Subject: Need Bermuda Disk!

Hey Guys!

As soon as you have a chance, could you please put this.Bermuda Image File onto a disk and charge it to the Bermuda account because as soon as I get the proper mailing address, we need to courier the disk to our client asap, preferably early this afternoon! Let me know if you have any questions!

J:\TerryG\Images\Bermuda\Images\Conde Nast Traveler

Thank you so much!

Shannon

Shannon Hartman Lou Hammond & Associates 39 E 51st St, New York, NY 10022 t: 212-891-0238 f: 212-891-0200 www.louhammond.com www.twitter.com/louhammondpr

## CD/DVD TO BURN/COPY OF CD/DVD (FORM AA)

Date: 3/29/10

For: M #.

Client/Charges: Boomed A

Burn from:

Computer: Bormada Presentation onto CD.

Quantity needed:

Total Cost: 9100

#### **Gabriel Perez**

From:

Michelle Horn

Sent:

Monday, March 29, 2010 3:59 PM

To:

Gabriel Perez; Betsy Watson

Cc:

Emily Santos; Susannah Gregory

Subject: FW: Bermuda Presentation

#### Hi Gabe,

We need to overnight a copy of the Bermuda presentation to Billy Griffith (contact information below) both printed and burned to a disc. Betsy is printing a color copy now which I will bring down. Can you burn this copy to a disc so we can have the full package overnighted?

#### Thank you!!

William Griffith
Director of Tourism
Global House
43 Church Street
Hamilton HM 11
Bermuda
P: 441-292-0023

#### Michelle

Michelle Horn, Account Supervisor Lou Hammond & Associates 39 E 51st St, New York, NY 10022 t: 212-891-0266 f: 212-891-0200 www.louhammond.com www.twitter.com/louhammondpr

From: Emily Santos

Sent: Monday, March 29, 2010 1:02 PM To: Cristiana Necea; Betsy Watson Cc: Terry Gallagher; Michelle Horn Subject: Bermuda Presentation

#### Hi Cris and Betsy:

Billy Griffith (Bermuda) has requested a copy of our on-island Bermuda PPT presentation both on a disk and also in hard copy format. Can you convert the presentation to a PDF so the mailroom can save it on a disk? If you let me know where the file path is saved, I can coordinate with the mailroom to burn the disk and print a hard copy/overnight it to Billy.

Thanks! --Emily

Emily Santos, Vice President Lou Hammond & Associates 39 E 51st St, New York, NY 10022 t: 212-891-0241 f: 212-891-0200 www.louhammond.com www.twitter.com/louhammondpr

## **COLOR COPIES FORM (FORM Z)**

DATE: 4/19/10

ACCOUNT REP: SC

CLIENT CHARGES: BORMULA

LHA CHARGE

**DESCRIPTION**:

Attached

TOTAL # OF COLOR COPIES:

TOTAL COST: \$5.00

TotAL \$ 29.00

#### **Gabriel Perez**

From: Susannah Gregory

Sent: Monday, April 19, 2010 9:56 AM

To: Gabriel Perez Subject: colored copies

Hi Guys:

Can I please get one colored copy of ALL clips below? Need ASAP for marketing meetings with Lou – I can come pick-up...thx!!

J:\TerryG\Images\Holliday Companies\Digital Clips\Clips 2010\April\Sherman's Travel.ppt

1:\TerryG\Images\Holliday Companies\Digital Clips\Clips 2010\March\Southern Living.ppt

J:\TerryG\Images\Sonoma\Clips\2010\April\Zink.ppt

J:\TerryG\Video\Sonoma\2010\Today Show Sonoma 03.11.10.doc

J:\TerryG\Video\Sonoma\2010\ABC 7 News Sonoma 03.16.10.doc

J:\TerryG\Images\Bermuda\Clips\March\Toronto Star Bermuda 03.31.10.ppt

J:\TerryG\Images\Bermuda\Clips\April\Budget Travel Bermuda.ppt

J:\TerryG\Images\Bermuda\Clips\April\The Wall Street Journal Bermuda 04.01.10.ppt

J:\TerryG\Images\Bermuda\Clips\April\ShermansTravel.com Bermuda 04.12.10.ppt

1:\TerryG\Images\Bermuda\Clips\April\The Baltimore Sun Bermuda 04.04.10.ppt

Bornan 5 colon

#### Providence

J:\TerryG\images\Providence\Clips\2010\April\National Geographic Traveler.jpg

#### Omni

<u>J:\TerryG\images\Watermark\CLIPS\2010\March\About.com Watermark Hotel and Spa.pdf</u> <u>J:\TerryG\images\Watermark\CLIPS\2010\March\Today.MSNBC.com Omni 03.29.10.jpg</u>

J:\TerryG\Video\Watermark and Omni La Mansion\2010\Today Show Omni 03.29.10.doc

#### II NY

J:\TerryG\lmages\ILNY\Clips\2010\March\Daily News.jpg

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J:\TerryG\lmages\ILNY\Clips\2010\March\Forbes.com ILNY 03.26.10.jpg

J:\TerryG\Images\ILNY\Clips\2010\March\Foxbusiness.jpg

J:\TerryG\Images\ILNY\Clips\2010\March\New York Post.jpg

#### Woodcliff

J:\TerryG\Audio\Woodcliff\2010\Martha Stewart Living Radio 3.30.10.doc

#### CTO

J:\TerryG\lmages\Caribbean Tourism Development Company\Clips\2010\March\Departures.ppt

J:\TerryG\\mages\Caribbean Tourism Development Company\Clips\2010\March\AOL Travel.pdf

J:\TerryG\lmages\Caribbean Tourism Development Company\Clips\2010\March\Travel + Leisure.jpg

J:\TerryG\lmages\Caribbean Tourism Development Company\Clips\2010\February\The New York Times.pdf

#### Watermark Hotel Company

J:\TerryG\lmages\Watermark Hotel Company Images\Clips\2010\April\Tidewater Women Watermark Grill-Pavil 04.2010.jpg

J:\TerryG\Images\Watermark Hotel Company Images\Pavil\Clips\2010\April\San Antonio Express-News Pavil 04.11.10.jpg

Susannah Gregory, Senior Account Executive Lou Hammond & Associates 39 E 51 Street, New York, NY 10022 t: 212-891-0246 f: 212-891-0200 www.louhammond.com www.twitter.com/louhammondpr

# **COLOR COPIES FORM (FORM Z)**

DATE: 4/30/10

ACCOUNT REP: Michelle H

CLIENT CHARGES: Bermuda # 222

LHA CHARGE:

**DESCRIPTION:** 

Media Itinerary (3 pages

TOTAL # OF COLOR COPIES: 30 total

TOTAL COST: \$ 24.00

**Gabriel Perez** 

From:

Michelle Horn

Sent:

Friday, April 30, 2010 6:48 PM

To:

Gabriel Perez

Subject:

RE:

Attachments: Westjet Media Itinerary.doc

From: Michelle Horn

Sent: Friday, April 30, 2010 6:29 PM

To: Gabriel Perez

Subject:

Please make 10 color copies (stapled) and I will pick up before I leave. Thank you so much!

Michelle

Michelle Horn, Account Supervisor **Lou Hammond & Associates** 39 E 51st St, New York, NY 10022 t: 212-891-0266 f: 212-891-0200 www.louhammond.com www.twitter.com/louhammondpr

| RUSH PICK-UP *10% EXTRA COST  | 11:00 AM PICK-UP                         | 3:00 PM PICK | C-UP   |
|-------------------------------|--|--------------|--|
| RUSH DELIVERY *10% EXTRA COST | 11:00 AM DELIVERY                        | 3:00 PM DELI | (VERY  |
|                               |  | \$ 19.0      | 00   |
|                               | LOU HAMMOND & ASSOCIA                    | TES          | THE COLUMN THE STATE OF THE STA |
|                               | DELIVERIES/PICKUPS (FOR<br>DATE: 3/29/10 |              |  |
| CHARGE: LHA                   | DI CLIENT: Ber                           | mida         |  |
| TO/FROM: Katie                | Connolly TEL: (                          | 646) 871 -   | 6648   |
| COMPANY: Globa                |  |              |  |
| ADDRESS: 123 W                | lillian Street effoor and/or suite)      |              |  |
| FROM (ACCT. PERSON): _        | Shama H                                  |              | ·  |
| SPECIAL INSTRUCTIONS:         |  |              |  |
| BILLING DESCRIPTION:          | Barnuda CD                               |              | HSD/CES/REGISTRATION UNIT<br>2010 DEC 30 PM 12: 39   |
| RECEIVED:                     |  |              | REGISI<br>C 30   |
| SIGNATURE:                    | TIME:_                                   |              | TRATION UN   |
| PRINT LAST NAME:              |  |              | 39   |
| DELIVERED/PICKED UP BY        | <i>(</i> :                               |              | ••••   |
| NO. TOKENS USED OR CAR        | B FARE:                                  |              |  |



## LOU HAMMOND & ASSOCIATES, INC.

39 East 51st Street, New York, NY 10022-5901 • 212-308-8880 • Fax 212-391-0200 • e-mail tha@thammond.com www.louhammond.com

Bill To

C. Ann Shutte
Director of Global Operations
BERMUDA DEPARTMENT OF TOURISM
675 Third Avenue 20th Floor
New York, NY 10017

# Invoice

Date 6/24/2010

328932

FOR: Out-of-pocket expenses incurred on your behalf during the month of May.

| ltem                         | Description   | Am    | ount  |
|------------------------------|---|-------|---|
| Event Charges                | M&Ms for Red Sox event, June 15   |       | 1,530.52  |
| Event Charges                | Cookies for Red Sox event, June 15  |       | 119.00  |
| Travel/Entertainment Expen   | Hotel accommodations at Fairmont Hamilton Princess for Terry Gallagher re<br>BDOT/BHA presentations 5/18-5/20           |       | 644.21  |
| Transportation               | Airline ticket re-book (Newark/Bermuda) re-BDOT/BHA meetings/presentation   | `     | 221.45  |
| Media Transportation         | Airfare for Scott Salyers and Lydia Woodward of Sport Fishing Magazine  |       | 909.00  |
| Media Transportation         | Airfare for Sarah Greaves-Gabbadon, Caribbean Travel & Life   |       | 506.50  |
| Media Transportation         | Airfare for Ashley Colburn and Joshua Middleton of Wealth TV to film WOW, 30-minute travel program about Bermuda        |       | 1,219.00  |
| Press Clipping Service       | BurrellesLuce clipping service  |       | 692.37  |
| Travel/Entertainment Expen   | Taxis, hotels, meals and airport parking for Terry Gallagher re Red Sox event, WestJet launch and NYC meeting with BDOT |       | 777.44  |
| Transportation               | Airline change fee for ticket used from cancelled BDOT April meetings - Terry Gallagher                                 |       | 150.00  |
| Transportation               | Airfare (Newark/Toronto) for Terry Gallagher re WestJet launch  |       | 317.61  |
| Transportation               | Airfare (Toronto/Newark) for Terry Gallagher re Westlet launch  |       | .308.11   |
| Transportation               | Airfare (Bermuda/Newark) for Michelle Horn re WestJet press trip  |       | 170.40  |
| Travel/Entertainment Expen   | Cab to CBS Radio meeting and lunch with Cristina de Oliveira of American Spa Emily Santos                               |       | 29.56   |
| Photocopying                 | Copy Burrelles April 2010 clips for report  |       | 16:16   |
| Photocopying                 | Copy April 2010 reports   | •     |   |
| Photocopying                 | Color copies of 9-page PR Plan  |       | 32340   |
| Photocopying                 | Color copies of clips for April reports   |       | 16700   |
| Labor                        | Copy press clips and bind April 2010 reports  |       | A A ESPREGISTRATION UNIT<br>2010 DEC 30 PM 12: 41 |
|                              |   |       | RATION PM 12: L                                   |
|                              |   |       | = =   |
| Pavable within 30 days of in | voice. A charge of 1.5% per month will be made thereafter.  | Total | \$7,728.93  |

Use of company credit card: Immediately after charging on your groups credit card you must complete the following and given to the Controller:

| ⊠ AME          | RICAN EXPRESS                       |          | VISA                 |
|----------------|-------------------------------------|----------|----------------------|
| TO:            | CONTROLLER                          |          |                      |
| DATE:          | 06.04.10                            |          |                      |
| VENDOR:        | M&M's / Mars Direct                 |          |                      |
| CLIENT & CO    | ODE Bermuda 222                     |          |                      |
| APPROX. AN     | 40UNT: <u>\$1530.52</u>             |          |                      |
| DESCRIPTIO     | N: <u>M&amp;M's for the Bermuda</u> | Red So   | ex event on June 15. |
| NAME:          | Kristina Paiz                       |          |                      |
| Charges over S | \$2,000 must have the Chairman or   | r Presid | ent's approval.      |
| Approved by (  | Chairman / President:               |          |                      |
| Date:          | Angle (1986)                        |          |                      |

## INVOICE



700 High Street Hackettstown, NJ 07840 Fax: 610.871.3344 Phone: 866.902.2703

INVOICE #10462853 Date: June 4, 2010

BILLTO:

LOU R HAMMOND 39 E. 51' STREET NEW YORK, NY Ship to: Amanda Heglin - Sponsor Serv. Coordinator Boston Red Sox 4 Yawkey Way Boston, MA 02215

|     | SPERSON   | ORDER #  | PAYMENT TYPE | :          |               |            |
|-----|---|--|--------------|------------|---------------|------------|
|     | Josh  | 10462853   | AX xxxx-2008 | ·<br>•     |               |            |
|     | والمراوا والمراوا والمعلومة والمراود والموادعة والمواد المواد والمواد والمارة والمارة والمارة والمارة | Strate for the section of the sectio |              |            | بنجية فيدهمهم |            |
| QTY |   | DESCRIPTION  |              | UNIT PRICE | :             | LINE TOTAL |

| SUBTOTAL  | \$1530.52 |
|-----------|-----------|
| SALES TAX | \$0.00    |
| SHIPPING  | \$0.00    |
| TOTAL     | 51530.52  |

Thank you for your business!



Use of company credit card: Immediately after charging on your groups credit card you must complete the following and given to the Controller:

| ⊠ AME         | RICAN EXPRESS                     |          | VISA            |
|---------------|-----------------------------------|----------|-----------------|
| TO:           | CONTROLLER                        |          |                 |
| DATE:         | 06.07.10                          |          |                 |
| VENDOR:       | Wicked Good Cookies               |          |                 |
| CLIENT & C    | ODE <u>Bermuda 222</u>            |          |                 |
| APPROX. AM    | MOUNT: \$119.00                   |          |                 |
| DESCRIPTIO    | ON: Cookies for the Red Sox       | event    |                 |
| NAME:         | Kristina Paiz                     |          |                 |
| Charges over  | \$2,000 must have the Chairman or | r Presid | ent's approval. |
| Approved by ( | Chairman / President:             |          |                 |
| Date:         |                                   |          |                 |

# Invoice

61 Shrewsbury Street PO Box 585 Boylston, MA 01505

| Date     | Invoice # |
|----------|-----------|
| 6/7/2010 | 5020      |

| Bill To   |   |                        | Ship To   |               |     |            |                          |                           |
|---|---|------------------------|---|---------------|-----|------------|--------------------------|---------------------------|
| Lou Hamm<br>Kristina Pai<br>39 East 51 S<br>New York, | Street                                  |                        |   |               |     |            |                          |                           |
| P.O. Number   | Terms                                   | Rep                    | Ship  | Via           | F.0 | .B.        |                          | Project                   |
| verbal - Kristina                                     |   | PAA                    | 6/15/2010   | Wicked Driver |     |            |                          |                           |
| Quantity  | Item Code                               | <u></u>                | Des   | cription      |     | Price Each |                          | Amount                    |
|   | 3.5" Round  Discount delivery by driver | artwork<br>Discount of | Description  .5" round custom made photo cookies with Bermuda rtwork Discount on items purchased elivery to Fenway Park |               |     |            | 2.75<br>-10.00%<br>20.00 | 110.00<br>-11.00<br>20.00 |

**Total** \$119.00

Use of company credit card: Immediately after charging on your group's credit card you must complete the following and give to the Controller:

|                   | CAN EXPRESS                    |                 | VISA                            |
|-------------------|--------------------------------|-----------------|---------------------------------|
| TO: C             | CONTROLLER                     |                 |                                 |
| DATE: <u>5</u>    | /18/10                         |                 |                                 |
| VENDOR: <u>F</u>  | airmont Hamilton Princess      |                 |                                 |
| CLIENT & COL      | DE <u>Bermuda - 222</u>        |                 |                                 |
| APPROX. AMO       | OUNT: <u>\$644,21</u>          |                 |                                 |
| DESCRIPTION:      | Hotel Accommodations, E        | B <b>P</b> OT/E | BHA Presentations - 5/18 - 5/20 |
| NAME: <u>Te</u>   | erry Gallagher                 |                 |                                 |
| Charges over \$2, | ,000 must have the Chairman or | Preside         | ent's approval.                 |
| Approved by Cha   | airman / President:            |                 |                                 |
| Date:             |                                |                 |                                 |



Room 0205 Folio# 238793 Cashier# 316

Page #

1 of 1

P.O. Box HM 837 HAMILTON, BERMUDA HM CX T (441) 295-3000 F (441) 295-1914

Bermuda Department of Tourism - Employee

Mr Terry Gallagher 7 Eldridge Ave Middletown, NJ 07748

US

Arrival Departure 05-18-10

05-20-10

Fairmont President's Club

3247747063

| Date     | Description         | Additional Information      |           | Charges | Credits |
|----------|---------------------|-----------------------------|-----------|---------|---------|
| 05-18-10 | Harley's            | CHECK #3582                 |           | 19.90   |         |
| 05-18-10 | Long Distance       | 23:43 #7205 : 17327969556 [ | 00:09:00] | 19.68   |         |
| 05-18-10 | Room Gratuities     | #205 :                      |           | 10.20   |         |
| 05-18-10 | Room Charge         |                             |           | 229.00  |         |
| 05-18-10 | Room Government Tax |                             |           | 16.60   |         |
| 05-18-10 | Resort Levy         |                             |           | 9.00    |         |
| 05-18-10 | Room Government Tax |                             |           | 0.65    |         |
| 05-19-10 | Harley's            | CHECK #3742                 |           | 33.95   |         |
| 05-19-10 | In Room - Lunch     | CHECK #986                  |           | 27.55   |         |
| 05-19-10 | Long Distance       | 22:42 #7205 : 17327969556 [ | 00:05:00} | 12.23   |         |
| 05-19-10 | Room Charge         |                             |           | 229.00  |         |
| 05-19-10 | Room Government Tax |                             |           | 16.60   |         |
| 05-19-10 | Resort Levy         |                             |           | 9.00    |         |
| 05-19-10 | Room Government Tax |                             |           | 0.65    |         |
| 05-19-10 | Room Gratuities     | #205 :                      |           | 10.20   |         |
| 05-20-10 | American Express    | XXXXXXXXXXX2008             | XX/XX     |         | 644.21  |
|          |                     | Total                       |           | 644.21  | 644.21  |
|          |                     | Balance Due                 |           | 0.00    |         |

Guest signature X. For information or reservations, visit us at www.fairmont.com or call Fairmont Hotels & Resorts from: United States or Canada 1 800-441-1414

Lagree that my liability for this bill is not waived and Lagree to be held personally table in the event that the indicated person, company. Havel agent or association fails to pay for the full amount of the charges. Overdue balance subject to a suchange at the rate of 1.5% per month, 1(1,5.5% per annum), All accounts deemed definiquent may be subject to legal fees and all other costs associated with the bill. Account is payable on presentation or departure

These requested delivery of The New York Times. If refused, a credit will be appred to my account of \$.25 (Mon-Sat) acc \$1.25 (Sun)

Use of company credit card: Immediately after charging on your group's credit card you must complete the following and give to the Controller:

| ⊠ AME                     | RICAN EXPRESS                     |           | VISA                          |
|---------------------------|-----------------------------------|-----------|-------------------------------|
| TO:                       | CONTROLLER                        |           |                               |
| DATE:                     | <u>5/10/10</u>                    |           |                               |
| VENDOR:                   | Continental Airlines              |           |                               |
| CLIENT & C                | CODE <u>Bermuda - 222</u>         |           |                               |
| APPROX. AI                | MOUNT: <u>\$221.45</u>            |           |                               |
| DESCRIPTION Meetings/Pres |                                   | Newark    | <u>k - Bermuda - BDOT/BHA</u> |
| NAME:                     | Terry Gallagher                   |           |                               |
| Charges over              | \$2,000 must have the Chairman or | : Preside | ent's approval                |
| Approved by 0             | Chairman / President:             |           |                               |
| Date:                     |                                   |           |                               |



### A STAR ALLIANCE MEMBER

Confirmation: A9R0L3

Issue Date: May 10, 2010

| Traveler<br>GALLAGHER / TERENCEJ |        |       | eTicket Number<br>0052159170243 | Frequent Flyer |                            | Seats<br>/ |       |
|----------------------------------|--------|-------|---------------------------------|----------------|----------------------------|------------|-------|
| FLIGHT INFORMATION               |        |       |                                 |                |                            |            |       |
| Day, Date                        | Flight | Class | Departure City and              | l Time         | Arrival City and Time      | Aircraft   | Meal  |
| Tue, 18MAY10                     | CO1653 | N     | NEWARK EWR<br>(EWR) 7:55AM      |                | BERMUDA<br>(BDA) 11:05AM   | 737-700    | Snack |
| Thu, 20MAY10                     |        | N     | BERMUDA<br>BDA) 12 OOPM         |                | NEWARK EWR<br>(EWR) 1:33PM | 737-700    | Snack |

| ŀΑ | HE IN | ю | HMA. | IUN |
|----|-------|---|------|-----|
| -  | _     |   |      |     |

| Fare Breakdown                                 |        |     | Form of Payment  |
|--|--------|-----|------------------|
| Airfare:                                       | 127.00 | USD | AMERICAN EXPRESS |
| U.S. Federal Transportation Tax                | 32.20  |     | Last Four Digits |
| U.S. Security Service Fee                      | 2.50   |     |                  |
| U.S. Immigration User Fee                      | 7.00   |     |                  |
| U.S. APHIS User Fee                            | 5.00   |     |                  |
| Bermuda Aviation Security Fee                  | 4.25   |     |                  |
| Bermuda Departure Tax                          | 35.00  |     |                  |
| Bermuda Passenger Facility Charge              | 4.00   |     |                  |
| U.S. Passenger Facility Charge                 | 4.50   |     |                  |
| Per Person Total:                              | 221.45 | USD |                  |
| eTicket Total:                                 | 221.45 | USD |                  |
| The airfare you paid on this itinerary totals: | 127.00 | USD |                  |
| The taxes you paid on the itinerary total:     | 94.45  | USD |                  |
|  |        |     |                  |

Fare Rules:

Additional charges may apply for changes in addition to any fare rules listed.

NONREF/OVALUAFTDPT/CHGFEE

Cancel reservations before the scheduled departure time or TICKET HAS NO VALUE.

Additional Charges:

May 10, 2010, XXXXXXXXXXX2008 was charged 150.00 USD for the following: Change Fee - 150.00 USD/150.00 USD per ticket tax

included/NON REF

#### International eTicket Reminders

- Check-in Requirement Bags must be checked and boarding passes obtained at least 60 minutes prior to scheduled departure. Baggage will not be accepted and advance seat assignments may be canceled if condition is not met.
- Boarding Requirement Passengers must be prepared to board at the departure gate with their boarding pass at least 30 minutes prior to scheduled departure.
- Failure to meet the Boarding Requirements may result in cancellation of reservations, denied boarding, removal of checked baggage from the aircraft and loss of eligibility for denied boarding compensation.
- Bring this eTicket Receipt along with photo identification, proof of citizenship, passport and visa to the ticket lobby for check-in.
- The FAA now restricts carry-on baggage to one bag plus one personal item (purse, briefcase, laptop computer, etc.) per passenger.
- For up to the minute flight information, sign-up for our Flight Status E-mail at continental.com > Travet Information > Flight Status or call 1-800-784-4444; in Spanish 1-800-579-3938.
- · If flight segments are not flown in order, your reservation will be cancelled. Rebooking will be subject to the fare rules governing your ticket.
- For the most current status of your reservation, flights and other important policies, go to continental.com.
- Your eTicket is non transferable and valid for 1 year from the issue date unless otherwise noted in the fare rules above.
- International taxes and fees may be collected at your departure airport.

#### Important Baggage Information

For information regarding baggage fees, allowances, weight/size restrictions and embargoes for flights originating Continental, go to continental.com > Travel Information > Baggage Information > Checked Baggage.

If your flight originates with one of our codeshare partners or another airline you will need to check the operating carrier for baggage policies.

#### Bigger Just Got Better

Continental Airlines has now joined the Star Alliance network. You can earn and redeem miles on 25 member airlines offering 17,000 daily flights and over 900 destinations worldwide. Go to www.staralliance.com to find out more. You ve earned it.

#### Reserve a Conference Room at the Airport

Presidents Club members can now utilize conference room facilities even if not traveling that day. Stop by any location or call the Presidents Club at 1-800-322-2640 for details.

Thank you for choosing Continental Airlines continental.com

Use of company credit card: Immediately after charging on your group's credit card you must complete the following and give to the Controller:

|                  | CAN EXPRESS                       |         | VISA                            |
|------------------|-----------------------------------|---------|---------------------------------|
| TO:              | CONTROLLER                        |         |                                 |
| DATE:            | <u>5/7/10</u>                     | ·       |                                 |
| VENDOR: A        | American Airlines                 |         |                                 |
| CLIENT & CO      | DE <u>Bermuda - 222</u>           | ·       |                                 |
| APPROX. AMO      | OUNT: <u>\$417.50</u>             |         |                                 |
| DESCRIPTION      | : <u>American Airlines Ticket</u> | - Scott | Salyers, Sport Fishing Magazine |
| NAME: <u>I</u>   | erry Gallagher                    |         |                                 |
| Charges over \$2 | 2,000 must have the Chairman or   | Preside | ent's approval.                 |
| Approved by Ch   | nairman / President:              |         |                                 |
| Date:            |                                   |         | 2                               |
|                  | (                                 | 101.    | AL; \$999,00                    |



#### **Record Locator: BJZGHP**

| Itinerary         |        |                 |                      |                 |          |                   |
|-------------------|--------|-----------------|----------------------|-----------------|----------|-------------------|
| Carrior           | Flight | Depart          | ing                  | Arrivin         | g        | Booking           |
| Carrier           | Number | City            | Date & Time          | City            | Time     | Code              |
| ΑÅ                | 308    | MIAMI INTERNTNL | TUE 01JUN<br>4:35 PM | BERMUDA         | 8:10 PM  | 0                 |
| American Airlines |        | Scott Salyers   |                      | Economy         | Seat 25D | Food For Purchase |
| Α̈́A              | 1325   | BERMUDA         | SAT 05JUN<br>8:10 AM | MIAMI INTERNTNL | 10:05 AM | 0                 |
| American Airlines |        | Scott Salyers   |                      | Economy         | Seat 22F | Food For Purchase |

| PASSENGER     | TICKET NUMBER | FARE-USD | TAX   | TICKET TOTAL |
|---------------|---------------|----------|-------|--------------|
| SCOTT SALYERS | 0012359775513 | 323.00   | 94.50 | 417.50       |

You may have purchased a "Special Fare" and certain restrictions apply. Some fares are NON-REFUNDABLE. If the fare allows changes, a fee may be assessed for the change.

Electronic tickets are NOT TRANSFERABLE. Tickets with nonrestrictive fares are valid for one year from original date of issue. If you have questions regarding our refund policy, please visit www.aa.com/refunds.

To change your reservation, please call 1-800-433-7300 and refer to your record locator.

Check-in lines will vary by departure location. In order to determine the time you need to check-in at the airport, please visit www.aa.com/airportexpectations.

If you are traveling internationally, please ensure that you have the proper documentation. All necessary travel documents for the countries being visited must be presented at airport check-in. Check with the consulate of these countries to determine the documents required. Additional information can be found at International Travel.

New Requirements for Travelers Between the United States and the Western Hemisphere:

Effective January 23, 2007, All nationals of the U.S., Canada and Bermuda will be required to hold a passport to enter or re-enter the United States if coming from the Caribbean (except Puerto Rico and the US Virgin Islands), Bermuda, Central and South America by air and by sea. This is a change from prior travel requirements and will affect all United States citizens entering the United States from countries within the Western Hemisphere. This new requirement will also affect certain foreign nationals who currently are not required to present a passport to travel to the United States. For additional information on this new policy and instructions on how to obtain a passport, please visit Travel Documents.

A summary of Terms and Conditions of Travel is available by selecting the Conditions of Carriage button below.













We know why you fly AmericanAirlines AA.com

Use of company credit card: Immediately after charging on your group's credit card you must complete the following and give to the Controller:

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; at

37A COAC

C

|                | RICAN EXPRESS                     |           | VISA                 |
|----------------|-----------------------------------|-----------|----------------------|
| TO:            | CONTROLLER                        |           |                      |
| DATE:          | <u>5/15/10</u>                    |           |                      |
| VENDOR:        | Delta Airlines                    |           |                      |
| CLIENT & CO    | ODE <u>Bermuda - 222</u>          |           |                      |
| APPROX. AM     | 10UNT: <u>\$491.50</u>            |           |                      |
| DESCRIPTIO     | N: <u>Air Ticket, Lydia Woodw</u> | ard, Sp   | ort Fishing Magazine |
| NAME:          | Terry Gallagher                   |           |                      |
| Charges over S | \$2,000 must have the Chairman or | · Preside | ent's approval.      |
| Approved by (  | Chairman / President:             |           |                      |
| Date:          |                                   |           |                      |

Use of company credit card: Immediately after charging on your groups credit card you must complete the following and given to the Controller:

|              | RICAN EXPRESS                    |  | VISA                         |
|--------------|----------------------------------|--|------------------------------|
| TO:          | CONTROLLER                       |  |                              |
| DATE:        | 05.17.10                         |  |                              |
| VENDOR:      | <u>JetBlue</u>                   |  |                              |
| CLIENT & C   | ODE <u>Bermuda 222</u>           |  |                              |
| APPROX. AN   | MOUNT: <u>\$506.50</u>           |  |                              |
| DESCRIPTIO   | N: Flight for Senior Editor S    | Sarah G                                | reaves-Gabbadon to Bermuda . |
| NAME:        | Kristina Paiz                    |  |                              |
| Charges over | \$2,000 must have the Chairman o | r Presid                               | lent's approval.             |
| Approved by  | Chairman / President:            | ·• · · · · · · · · · · · · · · · · · · |                              |
| Date:        |                                  |  |                              |



## eTicket Receipt

## Prepared For GABBADON LIU/SARAH

| CONFIRMATION #    | DYRCER          |
|-------------------|-----------------|
| TICKET ISSUE DATE | 17May10         |
| TICKET NUMBER     | 2792144631692   |
| ISSUING AIRLINE   | JETBLUE AIRWAYS |
| ISSUING AGENT     | NIH/SSW         |

## **Itinerary Details**

| TRAVEL DATE | AIRLINE                       | DEPARTURE  | ARRIVAL   | OTHER NOTES  |
|-------------|-------------------------------|--|---|--|
| 06Jul       | JETBLUE<br>AIRWAYS<br>B6 68   | Time<br>6:00am<br>Terminal<br>TERMINAL 3           | NEW YORK JFK, NY  Time 8:44am Terminal TERMINAL 5 | Class ECONOMY Seat Number 07A (CONFIRMED) Baggage Allowance 1PC Booking Status CONFIRMED Fare Basis RH7 Not Valid Before 06JUL Not Valid After 06JUL |
| 06Jul       | JETBLUE<br>AIRWAYS<br>B6 900  | NEW YORK JFK, NY  Time 10:25am Terminal TERMINAL 5 | BERMUDA,<br>BERMUDA  Time 1:35pm                  | Class ECONOMY Seat Number 05A (CONFIRMED) Baggage Allowance 1PC Booking Status CONFIRMED Fare Basis RH7 Not Valid Before 06JUL Not Valid After 06JUL |
| 11Jul       | JETBLUE<br>AIRWAYS<br>B6 1732 | BERMUDA,<br>BERMUDA<br>Time<br>12:36pm             | NEW YORK JFK, NY  Time 1:47pm Terminal TERMINAL 5 | Class ECONOMY Seat Number 07F (CONFIRMED) Baggage Allowance 1PC Booking Status CONFIRMED Fare Basis RH7 Not Valid Before 11JUL Not Valid After 11JUL |
|             | JETBLUE<br>AIRWAYS<br>B6 61   | NEW YORK JFK, NY                                   | FT LAUDERDALE, FL                                 | Class ECONOMY Seat Number 06F (CONFIRMED) Baggage Allowance 1PC Booking Status CONFIRMED Fare Basis RH7  |

Time 3:19pm Terminal TERMINAL 5

Time 6:32pm Terminal **TERMINAL 3**  Not Valid Before 11JUL Not Valid After 11JUL

## Payment/Fare Details

| Form of Payment       | CREDIT CARD - AMERICAN EXPRESS: XXXXXXXXXX 3025   |
|-----------------------|---|
| Endorsement /         | NO RFND/CHG FEE APPLIES   |
| Restrictions          |   |
| Fare Calculation Line | FLL B6 X/NYC B6 BDA199.00RH7 B6 X/NYC B6 FLL199.00RH7 NUC398.00END ROE1.00 XFFLL4.5JFK4.5JFK4.5 |
| Fare                  | USD 398.00  |
| Taxes/Fees/Charges    | USD 32.20 US (US TRANSPORTATION TAX)  |
| i .                   | USD 7.50 AY (US SECURITY FEE)   |
| *<br>*                | USD 68.80 XT (COMBINED TAXES)   |
| Total Fare            | USD 506.50  |

#### Positive identification required for airport check in

#### Notice:

Carriage and other service provided by the carrier are subject to conditions of carriage, which are hereby incorporated by reference. These conditions may be obtained from the issuing carrier.

E-Ticket Receipt total includes only air fare, taxes and fees applicable to air fare, baggage fees, and EML fees as may be applicable. E-Receipt does not include other additional fees that may apply, such as but not limited to the Phone booking fee, Pet Fee, or Unaccompanied Minor Fees. Please call 1-800-JetBlue to receive a receipt total that includes all fees paid.

Important Legal Notices

Use of company credit card: Immediately after charging on your groups credit card you must complete the following and given to the Controller:

**VISA** 

TO: CONTROLLER

DATE: April 29, 2010

VENDOR: <u>Priceline.com</u>

 $\boxtimes$ 

CLIENT & CODE 222

APPROX. AMOUNT: \$1,219.00

**Emily Santos** 

AMERICAN EXPRESS

DESCRIPTION: Round-trip airfare for Ashley Colburn, Host/Producer and Joshua Middleton, Cameraman to film WOW, a 30-minute travel program about Bermuda on Wealth TV

Charges over \$2,000 must have the Chairman or President's approval.

Approved by Chairman / President:

Date: \_\_\_\_\_

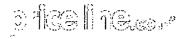
NAME:

From: Priceline.com Customer Service [ItineraryAir@trans.priceline.com]

Sent: Thursday, April 29, 2010 5:08 PM

To: Emily Santos

Subject: Your priceline.com Itinerary for Bermuda, Bermuda - May 23, 2010 (Itinerary #802-923-681-02)



Flights | Hotels | Cars | Packages | Cruises | Tours & Attractions | PriceBreakers Check your request | A Help

Thank you for booking your trip with priceline. A copy of the itinerary is shown below. Click here to access your complete itinerary and receipt, along with other important information for your request number 802-923-681-02. Since airlines change flight schedules from time to time, it is your responsibility to call the airline and confirm flight information prior to each departure.

## FLY NOW / DRIVE LATER

Congratulations, you are eligible to receive a \$30 Rental Car Bonus Cash Coupon. Instructions on how to redeem your coupon will be emailed to you in the next 3 to 5 days.

| ۱ | Add | AH | lotel | Room |  |
|---|-----|----|-------|------|--|
|---|-----|----|-------|------|--|

#### Add A Rental Car

| American Airlines<br>Flight 160<br>5h 25m , 2439mi | From<br>San Diego - Lindbergh Field (SAN)<br>San Diego, CA<br>Departs: 05/23/2010 at 7:35 A.M.                | To<br>New York City - John F Kennedy<br>Intl (JFK)<br>New York City, NY<br>Arrives: 05/23/2010 at 4:00 P.M. | Aircraft<br>Boeing 757 (Jet)<br>Economy/Coach Class          |
|--|---|---|--|
| American Airlines<br>Flight 1460<br>2h 55m , 761mi | From<br>New York City - John F Kennedy<br>Intl (JFK)<br>New York City, NY<br>Departs: 05/23/2010 at 5:29 P.M. | To<br>Bermuda - Kindley Field (BDA)<br>Bermuda, Bermuda<br>Arrives: 05/23/2010 at 9:24 P.M.                 | Aircraft<br>Boeing 757 (Jet)<br>Economy/Coach Class          |
| rning Flight Informatio                            | on  |   |  |
| US Airways<br>Flight 1425<br>2h 24m , 783mi        | From<br>Bermuda - Kindley Field (BDA)<br>Bermuda, Bermuda<br>Departs: 05/28/2010 at 3:10 P.M.                 | To<br>Philadelphia Intl (PHL)<br>Philadelphia, PA<br>Arrives: 05/28/2010 at 4:34 P.M.                       | Aircraft<br>Airbus A320-100/200 (Jet)<br>Economy/Coach Class |
| US Airways<br>Flight 1147<br>5h 45m , 2363mi       | From<br>Philadelphia Intl (PHL)<br>Philadelphia, PA<br>Departs: 05/28/2010 at 5:45 P.M.                       | To<br>San Diego - Lindbergh Field (SAN)<br>San Diego, CA<br>Arrives: 05/28/2010 at 8:30 P.M.                | Aircraft<br>Airbus A321-100/200 (Jet)<br>Economy/Coach Class |
| enger information                                  |   |   |  |
| enger 1: Joshua Middle                             | -4  | Delivery:   |  |

#### summary of charges

Airline Record Locator (PNR): CHTIIO, BTH9M1

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-Earn double, triple, or even quadruple points on priceline.com purchases

- Redeem your points for anything you buy (\$25 minimum)

Airline Ticket Offer Price with Taxes: \$609.50 (USD) per ticket \$0.00 (USD) per ticket

Airline Ticket Fees:

Number of Tickets: Airfare Subtotal:

\$1219.00 (USD)

**Total Trip Cost:** 

\$1219.00 (USD)

#### frequently asked questions

Schedule Changes

Notice of Incorporated Terms Fare Rules and Restrictions

Airport Check-in and Security International Travel

Frequent Flyer and Loyalty Programs Seat Assignments

What are the baggage / carry-on restrictions and fees?

Baggage/Special Requirements

Self help Contact Us

#### customer service

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Your Request Number: 802-923-681-02 Phone Number You Provided: 212-891-0241



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A Burrelles Luce Company

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Lou Hammond

\Bermuda Tourism

Ms. Mary Messias, Controller

39 East 51st Street New York, NY 10022

TERMS: NET 30 DAYS

P.O. NO. >

ACCOUNT NO № 8266 KB

▶ 05/31/10 INVOICE NO. ▶ 10042938

INVOICE TOTAL > \$299.41

**TOTAL DUE** 

\$299.41

Previous Balance Media Measurement report for April 2010

Services Rendered Sales Tax

0.00

275.00 24.41

TOTAL: 5692-37

INVOICE TOTAL

299.41

AN INTEREST CHARGE IS ASSESSED ON ALL AMOUNTS OVER 30 DAYS OUTSTANDING

TOTAL AMOUNT DUE

299.41

CURRENT OVER COIDAYS OVER 90 DAYS. CLA OVER 120 DAYS OVER 80 DAYS \$299.41 \$.00 \$.00 \$.00 \$.00



BurrellesLuce Media Analysis

A Burrelles Luce Company

75 € 1946583 2090 - Longston, bu 07039 973 900,5950 - 212,227,6975 - 560,591,1160

PURCHASE ORDER NO. >

ACCOUNT NO \$8266 KB

DATE >05/31/10

INVOICE NO. №10042938

FEDERAL I.D. NO. 20-0253253



973,992 6800 / 800 631 1160

Work intelligently.
75 East Northilett Road, Livingston, New Jersey 07039

TERMS: NET 30 DAYS

P.O NO IN

ACCOUNT NO. № 8266 AQ DATE № 05/31/10

invoice No. № 10042934

INVOICE TOTAL \$392.96

TOTAL DUE > \$392.96

Lou Hammond & Associates \Bermuda Tourism

Att: Ms. Mary Messias, Controller 39 East 51st Street

New York, NY 10022

For the period 05/01/10 through 05/31/10
Previous Balance
Basic Rate Charge

Clip Transactions: 67 Clippings Delivered
17 eClips Charged @ \$1.42 each
50 Scanned Clips Charged @ \$1.42 each
Copyright Royalty Fees
Sales Tax

 $v^{\mathcal{N}}$ 

INVOICE TOTAL

392.96

AN INTEREST CHARGE IS ASSESSED ON ALL AMOUNTS OVER 30 DAYS OUTSTANDING

TOTAL AMOUNT DUE

392.96

0.00

24.14

71.00

31.52

6.30

| CURRENT  | OVER 30 DAYS | OVER 60 DAYS | OVER 90 DAYS | OVER 120 DAYS |
|----------|--------------|--------------|--------------|---------------|
| \$392.96 | \$.00        | \$.00        | \$.00        | \$.00         |

PAY LAST AMOUNT THIS COLUM



## **EXPENSE REPORT (FORM J)**

### **PAGE <u>1</u> OF <u>1</u>**

| CLIENT CODE: 222      | NAME: Terry Gallagher                                      |              | <b>DATE:</b> 5/10/10 |
|-----------------------|--|--------------|----------------------|
| • CLIENT-RELATED (Bil | lable and Non-billable)                                    |              |                      |
| DATE                  | DESCRIPTION*   | TOTAL AMOUNT | WORK CODE            |
| 3/29/10               | Taxi, Mandarin Oriental to Fenway Park                     | \$9.00       |                      |
| 3/29/10               | Taxi, Fenway to Mandarin                                   | \$9.00       |                      |
| 3/28/10               | Dinner - Boston Red Sox Photo opp                          | \$7.61       |                      |
| 3/29/10               | Lunch - Boston Red Sox photo opp                           | \$8.98       |                      |
| 3/28/10               | Courtyard by Marriott - Boston Red Sox photo opp           | \$199.15     |                      |
| 4/8/10                | Taxi - LHA to BDOT meeting                                 | \$6.80       |                      |
| 4/8/10                | Taxi - BDOT to LHA from meeting                            | \$6.40       |                      |
| 5/2/10                | Airport Meal - WestJet Launch                              | \$9.39       |                      |
| 5/3/10                | Breakfast - Michelle Horne/Terry Gallagher - WestJet       | \$7.94       |                      |
| 5/3/10                | Airport Lunch - WestJet Launch                             | \$12.04      |                      |
| 5/3/10                | Taxi - Fairmont to Pearson Airport (received 15% discount) | \$49.09      |                      |
| 5/2/10                | Taxi - Pearson Airport to Fairmont Hotel                   | \$58.91      |                      |
| • NON-CLIENT-RELATE   | CD BUSINESS (Description)                                  |              |                      |
| 5/3/10                | Newark Airport Parking - WestJet Launch                    | \$27.00      |                      |
| 5/3/10                | Fairmont Royal York - WestJet Launch                       | \$366.13     |                      |
|                       |  |              |                      |
| +****                 |  |              |                      |
| ·                     |  |              |                      |

| Employee Signature _ | Temy /  | slegger | شنس | Total Expenses                        | \$ <u>777.4</u> 4 |
|----------------------|---------|---------|-----|---------------------------------------|-------------------|
| Approval:            | <i></i> |         |     | (-) Less Advances<br>(+) Due Employee | \$                |
| Data                 |         | (       |     | (-) Due LHA                           | \$                |

Work Codes: A: Entertainment \*(indicate name, title, company, type: lunch, dinner, etc.); B: Business Meals \*(see above); C: Travel; D: Media Contacts; E: Out-of-Pocket; F: Petty Cash Adv.

| 804   | + 1=0 E C Cab No  |                               | 212- Berma<br>Reids<br>Imers Hamb                     | ex Eursy                                |
|---|---|-------------------------------|---|---|
| TOTAL   TOTA  | MAND ACIN   | Station<br>Cashier:<br>Monday |   | Guests 0<br>11:33 am                    |
| TO CONTACT TIC TAPE TO SEE U.SU Date DIAL 3-1-1 SEE U.SU | RECEIVED PAYMENT  |                               | RS BURG COMBO<br>NCH FRIES<br>O                       | 8.39<br>20.00                           |
| Contact Total PRINT NAME  6.80  | DRIVER'S NAME   |                               | Sub Ttl<br>Tax<br>Amt Paid                            | 8.39<br>0.59<br>( 8.98)                 |
| Date 3/29   | 222- Dinner Boston<br>REDSOX EVENT  | FAT                           | Change  | 8.98                                    |
| Company Name Med #  Driver's Hackney Lic.# Amt. of Fare   | NATHANS F-0275 Table 2 #Party O KAUSER F SvrCk: 22 17:52 03/28/ NATHANS POS | 10                            | ik you for your m                                     | +ronana                                 |
| Time of Day Extras  | 1 #1 COMBO, #1 med  | 6.99                          | 22  | z-hermaly                               |
| Pick Up <u>Ferway</u> Total= <u>G. 80 TOTAL</u> Drop Off <u>MAN PACIN</u>   | Sub Total:<br>TAX :<br>03/28 17:52 TOTAL: 7                                 | 6.99 5<br>0.62 -              | WITH S I<br>TERMINAL TO<br>INTERNATIONAL<br>NEWARK SI | ASASSA<br>PIRSIRT                       |
| Name of Driver(printed)   | AMT-TEND CHANGE<br>CASH 10.00 2.39  | TALLY 8 7.61 8                | 05066297800<br>05066297800                            | Princip<br>Sa uras                      |
| Signature of Driver  X-7380   |   | 61                            | CTEM (TWO)<br>BOTTLE DRINK<br>MDSE ST<br>TAX1         | 71.55.99<br>71.55.76<br>#8.78<br>\$3.41 |
|   |   |                               |   | F. IF                                   |

Total:

Signature

TAXES INCLUDED

Newark Liberty International

Нем...

Tan JO:

222-Brownell

SSP America Famopolis Lester B. Pearson Intl Airport GST # 825875560RT001

554 Angelica

Or. smail:

Thanks

Ticket

\$27,00

046426

2010050315215401.0405

VISA

| the are properties to the first the first terms of the first terms of |  |                                     |                  |
|---|--|-------------------------------------|------------------|
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| 1 Hot Tea 12  |  | *                                   | .98              |
| 1 Trop Pure Pri   | m OJ   | 2                                   | , 99             |
| 1 BAGEL PLAIN<br>10 %   |  |                                     | .99              |
| Aircort 10%<br>US doilar 10.0   | The Control of the Co | 0                                   | .80-             |
| Cash  | ~ ~  | 9                                   | .20              |
| Faad/Soft By<br>Discounts   |  |                                     | .36              |
|   | ,  |                                     | .80-             |
| 7,16 GST<br>7,16 PST  |  |                                     | .36              |
|   |  | ستعتبر                              | ===              |
| Payment   |  | ~~~                                 | . <u>0</u> 92    |
| Change Bus  |  | , see .                             | .11 )            |
| 1   | alkToUs  |                                     | 79時              |
| We always we  | cows Aom.  | comments                            |                  |
| Picase call u   | s at 877-  | 325-8777                            | convega<br>Coste |

Ta kToUs@foodtrave experts.com



## Courtyard by Marriott Boston Copley Square

88 Exeter St Boston, Ma 02116 T 617.437.9300

| T Gallagher   |   |  | Room: 404 Room Type Number of Rate: \$174 | : GENR<br>Guests: 1                   |              |
|---|---|--|---|---------------------------------------|--------------|
| Arrive: 28Mar10.                                    | Time: 09:36PM  Description  | Depart 29Mar10                         | Time<br>Chai                              |                                       | Number 54189 |
| 28Mar10<br>28Mar10<br>28Mar10<br>28Mar10<br>29Mar10 | Room Charge Convention and Tourist State Occupancy Tax City Tax Visa Card #: VIXXXXXXX Amount: 199.15 Au File This card was electro | XXXXX3722/XXXX<br>tth: 08682C Signatur | 1<br>e on                                 | 4.00<br>4.79<br>9.92<br>0.44<br>199.1 | 5            |
|   |   | E                                      | lalance:                                  | 0.00                                  |              |

Marriott Rewards Account # XXXXX5267. Your Marriott Rewards points/miles earned on your room rate will be credited to your account. For account activity: 801-468-4000 or MarriottRewards.com.

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> **Westjet Corporate** Mr Terry Gallagher 7 Eldridge Ave Middletown, NJ 07748 US

Room 12133

Folio#

Cashier# 904

Page #

1 of 1

Arrival

: 05-02-10

**Departure** : 05-03-10

**Fairmont President's Club** 

3247747063

| Date     | Description               | Additional Information    | Charges | Credits                           |
|----------|---------------------------|---------------------------|---------|-----------------------------------|
| 05-02-10 | In Room Dining            | Room# 12133 : CHECK# 2342 | 35.01   |                                   |
| 05-02-10 | Room Charge               |                           | 299.00  |                                   |
| 05-02-10 | G.S.T Rooms               |                           | 14.95   |                                   |
| 05-02-10 | P.S.T Rooms               |                           | 14.95   |                                   |
| 05-02-10 | Destination Marketing Fee |                           | 8.52    |                                   |
| 05-02-10 | G.S.T DMF                 |                           | 0.45    |                                   |
|          |                           | Total                     | 372.88  | 0.00                              |
|          |                           | Balance Due               | 372.88  |                                   |
| GS       | T Summary                 |                           | ` 3     | 1/ 13                             |
| Room     | 15.40                     |                           | J       | 66.17                             |
| F&B      | 1.35                      |                           |         | USV                               |
| Other    | 0.00                      |                           | 7.      | With                              |
| Total    | 16.75                     |                           | C       | 66.13<br>USD<br>With<br>Unversion |

Guest signature

Signature du client X ...

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I agree that my liability for this bill is not waived and I agree to be held personally liable in the event that the indicated person, company or association fails to pay it only part of or the full amount of these charges. Overdue balance subject to a surcharge at the rate of 1.5% per month after one month. (19.5% per annum.)
I have accepted delivery of The Globe and Mail. Had I refused, I would have been eligible for a \$.75 (Mon-Fri) and \$1.50 (Sat.) credit to my account. (At pericipating hotels.)

Je mo porto personnellament responsable du règlement total de cetto note au cas ou la compagnie, l'association ou son représentant désigné on retureur la la la compagnie, l'association ou son représentant désigné on retureur la intérêt de 1,5% par mois après un mois. (19.5% par année) 1,5% par année y l'al accept le la rivrision du journal The Glébe and Mail. Si j'avais relusé, j'aurais pu obtenir un crédit à mon compte de 0,755 par jour (du Lundi au Vendredit) et de 1,50\$ la Samedi. (Dans les hôtels participants.)

### **Terry Gallagher**

From: Continental Airlines, Inc. [continentalairlines@continental.com]

Sent: Sunday, April 25, 2010 9:52 PM

To: Terry Gallagher

Subject: eTicket Itinerary and Receipt for Confirmation C8YFE9

To ensure delivery of this e-mail please add continental airlines@continental.com to your address book or approved senders list. See instructions for adding us to your address book.



A STAR ALLIANCE MEMBER 🞊

C8YFE9
Check-in >

Issue Date: April 25, 2010

| Traveler          | eTicket Number | Frequent Flyer | Seats |
|-------------------|----------------|----------------|-------|
| GALLAGHER/TERENCE | 0052158495556  |                | 19D   |

### **FLIGHT INFORMATION**

Day, Date Sun, 02MAY10

Flight Cl CO3312<sup>1</sup> M

Class Departure City and Time
M NEWARK EWR
(EWR) 5:25PM

Arrival City and Time TORONTO

(YYZ) 7:25PM

Aircraft Meal

Q400

### **FARE INFORMATION**

| Fare Breakdown                   |            | Form of Payment:      |
|----------------------------------|------------|-----------------------|
| Airfare:                         | 285.50 USD | AMERICAN EXPRESS      |
| U.S. Flight Segment Tax:         | 3.70       | Last Four Digits 2008 |
| U.S. Passenger Facility Charge:  | 4.50       | -                     |
| U.S. Federal Transportation Tax: | 21.41      |                       |
| U.S. Security Service Fee:       | 2.50       |                       |
| Per Person Total:                | 317.61 USD |                       |
| eTicket Total:                   | 317.61 USD |                       |

The airfare you paid on this itinerary totals: 285.50 USD

### The taxes you paid on this itinerary total: 32.11 USD

Fare Rules:

Additional charges may apply for changes in addition to any fare rules listed.

NONREF/0VALUAFTDPT/CHGFEE

Cancel reservations before the scheduled departure time or TICKET HAS NO VALUE.

### **International eTicket Reminders**

- Check-in Requirement Bags must be checked and boarding passes obtained at least 60 minutes prior to scheduled departure. Baggage will not be accepted and advance seat assignments may be canceled if this condition is not met.
- Boarding Requirement Passengers must be prepared to board at the departure gate with their boarding pass at least 30 minutes prior to scheduled departure.
- Failure to meet the **Boarding Requirements** may result in cancellation of reservations, denied boarding, removal of checked baggage from the aircraft and loss of eligibility for denied boarding compensation.
- Bring this eTicket Receipt along with photo identification, proof of citizenship, passport and/or visa to the ticket lobby for check-in.
- The FAA now restricts carry-on baggage to one bag plus one personal item (purse, briefcase, laptop computer, etc.) per passenger.

<sup>&</sup>lt;sup>1</sup>Flight operated by COLGAN AIR doing business as CONTINENTAL CONNECTION with turboprop equipment

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- If flight segments are not flown in order, your reservation will be cancelled. Rebooking will be subject to the fare rules governing your ticket.
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  security Issues, reservations, denial of carriage, refunds, claims limits and restrictions, including time limitations
  for filing a claim or lawsuit, and schedule changes and irregularities.
- On domestic flights, Continental's maximum liability limit for checked baggage is \$3300 USD per passenger and Continental excludes liability for all unchecked baggage. Continental excludes liability for fragile, valuable or perishable items carried in all baggage including jewelry, computers, cash, camera equipment and similar valuables. If any of these items are lost, damaged or delayed, you will not be entitled to any reimbursement. On international flights governed by the Warsaw Convention (including the domestic portions of the trip), maximum liability for checked baggage is approximately \$640 USD per bag, and \$400 USD per passenger for unchecked baggage. On international flights governed by the Montreal Convention (including domestic portions of the trip) maximum liability for baggage is 1,131 SDRs per passenger for checked and unchecked baggage. You can declare excess valuation on certain baggage at the airport, additional fees will apply.
- For international flights, a treaty known as the Warsaw or the Montreal Convention may apply to the entire journey. When applicable, it governs, amongst other things, the liability of the carrier for baggage and death of or injury to passengers.
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### **Terry Gallagher**

Air Canada [confirmation@aircanada.ca] From:

Sent: Sunday, April 25, 2010 9:40 PM

To: Terry Gallagher

Subject: Air Canada - 03-May: Toronto - New York (booking ref: ME62QE)

\*\*\*\*\* PLEASE DO NOT REPLY TO THIS E-MAIL \*\*\*\*\*

# Itinerary/Receipt

Your booking is confirmed. Please print/retain this page for your financial records (for taxation, expense claim or credit card reconciliation purposes). We thank you for choosing Air Canada and look forward to welcoming you on board.



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### **Booking Information**

AIR CANADA (\*)



**Booking Reference:** 

ME62QE

**Customer Care** 

Electronic Ticketing confirmed. This is your official itinerary/receipt.

Air Canada 1-888-247-2262

Main Contact:

Mr Terence Joseph Gallagher terryg@lhammond.com Mobile: 1-917-5390633

Home: 1-732-7969556 Work: 1-212-8910211

Flight Arrivals and **Departures** 1-888-422-7533

### **Online Services**

- Manage my booking online (view/change my booking; select seats\*).
- Alert me of flight status changes directly to my mobile phone or email.

- Flight Arrivals & Departures check online if my flight is on time.
- Check-in online and print my boarding pass.

\* Can my booking be changed online?



### Advance Passenger Information

Your current flight itinerary includes travel to a country that requires additional passenger information. We strongly encourage you to provide this information ahead of time from the comfort of your home or office with our secure online form.

### Travelling to/from the U.S.?

You are required by the Transportation Security Administration (TSA) to provide full passenger name (as it appears on the passport), date of birth, and gender for each traveller at least 72 hours before your departing flight, or at time of booking if you book your flight within 72 hours of departure. We recommend that you provide the necessary information after you've completed your booking so you don't risk forgetting.

### ADVANCE PASSENGER INFORMATION

### Flight Itinerary

| Flight | From   | То   | Stops | Duration | Aircraft | Fare<br>Type  | Meal |
|--------|--|--|-------|----------|----------|---------------|------|
| AC766  | Toronto, Pearson Int'i<br>(YYZ)<br>Mon 03-May 2010<br>12:25 - Terminal 1 | New York, Newark Int'i<br>(EWR)<br>Mon 03-May 2010<br>13:59 - Terminal A | 0     | 1hr34    | E75      | Tango<br>Plus |      |

### **Passenger Information**

|   | 1: Mr Terence Joseph Gallagher: Adult (16+), Ticket Number: 0142182553780 |                     |                  |      |  |  |  |
|---|---|---------------------|------------------|------|--|--|--|
| I | Frequent Flyer Pgm :  | None                | Meal Preference: | None |  |  |  |
| ĺ | Credit Card:  | xxxx-xxxx-xxxx-2008 | Special Needs:   | None |  |  |  |
| - | Seat Selection:   | None                |                  |      |  |  |  |

### **Purchase Summary**

| Fare Summary Passenger Type                                | Adult  |
|--|--------|
| Departing Flight - Tango Plus                              | 213.00 |
| Surcharges   | 7.50   |
| Taxes, Fees and Charges                                    |        |
| Canada Airport Improvement Fee                             | 25.00  |
| U.S.A Transportation Tax                                   | 16.34  |
| U.S Agriculture Fee  | 5.07   |
| Air Travellers Security Charge (ATSC)                      | 12.10  |
| Canada Goods and Services Tax (GST/HST #10009-2287 RT0001) | 12.88  |
| U.S.A Immigration User Fee                                 | 7.10   |
| Total airfare and taxes before options (per passenger)     | 298.99 |
| Number Of Passengers                                       | 1      |
| Total  | 298.99 |

### **Grand Total - Canadian dollars**

(\$298.99)

299,20 INTERBOOK CULTENCY CONVISE FORT 95 OF 4/25/10

The following charges (tax inclusive) will appear on your credit card statement: Air Canada: \$298.99 (Airfare - per ticket)

Ticket number(s): 0142182553780

### **Fare Rules**

Departing Flight Toronto (YYZ) To New York (EWR) - Tango Plus

- Tickets are non-refundable and non-transferable.
- Change fee per direction, per passenger, is \$75 CAD plus applicable taxes and any additional fare difference.
- Airport same-day changes (subject to availability) are permitted at a flat fee of \$75 CAD/USD per direction, per passenger. Same-day flights only.
- Changes can be made up to 2 hours prior to departure. Cancellations can be made up to 45 minutes prior to departure. Provided the original booking is cancelled prior to the original flight departure, the value of unused ticket can be applied within a one year period from date of issue of the original tickets to the value of a new ticket subject to a change fee per direction, per passenger, plus applicable taxes and any additional fare difference, subject to availability and advance purchase requirements. The new outbound travel date must commence within a one year period from the original date of ticket issuance. If the fare for the new journey is lower, any residual amount will be forfeited.
- Flights can only be used in sequence from the place of departure specified on the itinerary.
- Customers who **no-show** their flight will forfeit the fare paid.
- Complimentary standard seat selection is available on Air Canada and Jazz (subject to availability).
- Same-day standby is not permitted, except for passengers travelling on a flight between Toronto and Montreal, or Toronto and Ottawa (connecting flights excluded).
- Earn 100% Air Canada Status Miles

Please read important information and notices regarding Air Canada's general conditions of carriage.

### **Important Information**

Please review this itinerary/receipt and, should you have any questions, please call 1-888-247-2262 within 24 hours of receipt.

Before You Go: A 'To-Do' List

### **Travel Documents**

For air travel within Canada, Air Canada is required by federal government regulations to check identification at the departure gate for all passengers who appear to be 18 years of age or older. The name on the identification must match the name used on the Itinerary/receipt. The passenger must present: one (1) piece of government-issued ID with photo or two (2) pieces of government-issued ID without photo. For air travel between Canada and the United States, all passengers including Canadian and U.S. citizens, are required to present a valid passport or other valid travel document. In addition, passengers must present this Itinerary/receipt to immigration authorities upon request. For air travel to a foreign country, passengers must ensure that they have all necessary travel documents such as a passport or visa, as directed by embassies and consulates. All passengers are advised to view the Travel documentation page for important information on identification required for travel.

### **Carry-on Baggage Policy**

Oversized carry-on bags are not permitted on our aircraft, and may cause flight delays for all passengers. Please ensure your carry-on bags are inside the maximum allowed size as indicated below; they are required to fit in the double-size verification device at check-in or boarding time.

You may carry onboard items which fall within the 2-piece carry-on allowance: One (1) carry-on bag or suitcase (wheels and handles includes in the size) and one (1) personal article like a briefcase, laptop

### **CREDIT CARD FORM (FORM K)**

Use of company credit card: Immediately after charging on your group's credit card you must complete the following and give to the Controller:

| ⊠ AME          | RICAN EXPRESS  | $\boxtimes$ | VISA                          |
|----------------|--|-------------|-------------------------------|
| TO:            | CONTROLLER   |             |                               |
| DATE:          | <u>5/10/10</u>   |             |                               |
| VENDOR:        | Continental Airlines   |             |                               |
| CLIENT & C     | ODE <u>Bermuda - 222</u>   |             |                               |
| APPROX. AN     | MOUNT: \$150.00  |             |                               |
| DESCRIPTIO     | N: <u>Change Fee Newark - I</u><br>celled <u>BDOT April meetings</u> | 3ermud:     | a - BHA Presentations, Ticket |
| NAME:          | Terry Gallagher  |             |                               |
| Charges over S | \$2,000 must have the Chairman or                                    | r Preside   | ent's approval.               |
| Approved by (  | Chairman / President:  |             |                               |
| Date:          |  |             |                               |



### A STAR ALLIANCE MEMBER

### Confirmation: A9R0L3

Issue Date: May 10, 2010

| Traveler<br>GALLAGHER / TERENCEJ |                  |            | eTicket Number<br>0052159170243          | Frequent Flyer |   | Seats/              |               |
|----------------------------------|------------------|------------|--|----------------|---|---------------------|---------------|
| FLIGHT INFORMATION               |                  |            |  |                |   |                     |               |
| Day, Date<br>Tue, 18MAY10        | Flight<br>CO1653 | Class<br>N | Departure City and 1<br>NEWARK EWR       | lime .         | Arrival City and Time<br>BERMUDA<br>(BDA) 11:05AM | Aircraft<br>737-700 | Meal<br>Snack |
| Thu, 20MAY10                     | CO1658           | N          | (EWR) 7:55AM<br>BERMUDA<br>(BDA) 12:00PM |                | NEWARK: EWR<br>(EWR) 1: 33PM                      | 737-700             | Snack         |

| FARE INFORMATION |
|------------------|
|------------------|

| Fare Breakdown                                 |        |     | Form of Payment  |
|--|--------|-----|------------------|
| Airfare:                                       | 127.00 | USD | AMERICAN EXPRESS |
| U.S. Federal Transportation Tax                | 32.20  |     | Last Four Digits |
| U.S. Security Service Fee                      | 2.50   |     |                  |
| U.S. Immigration User Fee                      | 7.00   |     |                  |
| U.S. APHIS User Fee                            | 5.00   |     |                  |
| Bermuda Aviation Security Fee                  | 4.25   |     |                  |
| Bermuda Departure Tax                          | 35.00  |     |                  |
| Bermuda Passenger Facility Charge              | 4.00   |     |                  |
| U.S. Passenger Facility Charge                 | 4.50   |     |                  |
| Per Person Total:                              | 221.45 | USD |                  |
| eTicket Total:                                 | 221.45 | USD |                  |
| The airfare you paid on this itinerary totals: | 127.00 | USD |                  |
| The taxes you paid on the itinerary total:     | 94.45  | USD |                  |

Fare Rules:

Additional charges may apply for changes in addition to any fare rules listed.

NONREF/OVALUAFTOPT/CHGFEE

Cancel reservations before the scheduled departure time or TICKET HAS NO VALUE.

Additional Charges:



May 10, 2010, XXXXXXXXXXXX0008 was charged (50.00 USD) or the following: Change Fee - 150.00 USD/150.00 USD per ticket tax included/NON REF

### International eTicket Reminders

- Check-in Requirement Bags must be checked and boarding passes obtained at least 60 minutes prior to scheduled departure. Baggage will not be accepted and advance seat assignments may be canceled if condition is not met.
- Boarding Requirement Passengers must be prepared to board at the departure gate with their boarding pass at least 30 minutes prior to scheduled
- Failure to meet the Boarding Requirements may result in cancellation of reservations, denied boarding, removal of checked baggage from the aircraft and loss of eligibility for denied boarding compensation.
- Bring this eTicket Receipt along with photo identification, proof of citizenship, passport and visa to the ticket lobby for check-in.
- The FAA now restricts carry-on baggage to one bag plus one personal item (ourse, briefcase, laptop computer, etc.) per passenger.
- For up to the minute flight information, sign-up for our Flight Status E-mail at continental.com > Travel Information > Flight Status or call 1-800-784-4444; in Spanish 1-800-579-3938.
- If flight segments are not flown in order, your reservation will be cancelled. Rebooking will be subject to the fare rules governing your ticket.
- For the most current status of your reservation, flights and other important policies, go to continental.com.
- Your eTicket is non transferable and valid for 1 year from the issue date unless otherwise noted in the fare rules above.
- International taxes and fees may be collected at your departure airport.

### Important Baggage Information

For information regarding baggage fees, allowances, weight/size restrictions and embargoes for flights originating Continental, go to continental.com > Travel Information > Baggage Information > Checked Baggage.

If your flight originates with one of our codeshare partners or another airline you will need to check the operating carrier for baggage policies.

### Bigger Just Got Better

Continental Airlines has now joined the Star Alliance network. You can earn and redeem miles on 25 member airlines offering 17,000 daily flights and over 900 destinations worldwide. Go to www.staralliance.com to find out more. You ve earned it.

### Reserve a Conference Room at the Airport

Presidents Club members can now utilize conference room facilities even if not traveling that day. Stop by any location or call the Presidents Club at 1-800-322-2640 for details.

### Thank you for choosing Continental Airlines continental.com

### **CREDIT CARD FORM (FORM K)**

Use of company credit card: Immediately after charging on your group's credit card you must complete the following and give to the Controller:

|                         | KPRESS                  | $\boxtimes$ | VISA            |
|-------------------------|-------------------------|-------------|-----------------|
| TO: CONTR               | OLLER                   |             |                 |
| DATE: <u>4/25/10</u>    |                         |             |                 |
| VENDOR: Continer        | tal Airlines            |             |                 |
| CLIENT & CODE B         | ermuda - 222            |             |                 |
| APPROX. AMOUNT:         | 317.61                  |             |                 |
| DESCRIPTION: N          | ewark - Toronto Ticket. | , WestJe    | et Launch       |
| NAME: <u>Terry Ga</u>   | llagher                 |             |                 |
| Charges over \$2,000 mu | st have the Chairman or | Preside     | ent's approval. |
| Approved by Chairman    | President:              | ·····-      |                 |
| Date:                   |                         |             |                 |

### **Terry Gallagher**

From: Continental Airlines, Inc. [continentalairlines@continental.com]

**Sent:** Sunday, April 25, 2010 9:52 PM

To: Terry Gallagher

Subject: eTicket Itinerary and Receipt for Confirmation C8YFE9

To ensure delivery of this e-mail please add continentalairlines@continental.com to your address book or approved senders list. See instructions for adding us to your address book.



A STAR ALLIANCE MEMBER 💥:

Confirmation: C8YFE9

Check-in >

Issue Date: April 25, 2010

| Traveler<br>GALLAGHER/TERENCE | <b>eTicket Number</b> 0052158495556 | Frequent Flyer | <b>Seats</b><br>19D |
|-------------------------------|-------------------------------------|----------------|---------------------|
|                               |                                     |                |                     |

FLIGHT INFORMATION

Day, Date Flight Class Departure City and Time Arrival City and Time Aircraft Meal
Sun, 02MAY10 CO3312<sup>1</sup> M NEWARK EWR TORONTO Q400
(EWR) 5:25PM (YYZ) 7:25PM

<sup>1</sup>Flight operated by COLGAN AIR doing business as CONTINENTAL CONNECTION with turboprop equipment

### **FARE INFORMATION**

| Fare Breakdown                   |            | Form of Payment:      |
|----------------------------------|------------|-----------------------|
| Airfare:                         | 285.50 USD | AMERICAN EXPRESS      |
| U.S. Flight Segment Tax:         | 3.70       | Last Four Digits 2008 |
| U.S. Passenger Facility Charge:  | 4.50       | -                     |
| U.S. Federal Transportation Tax: | 21.41      |                       |
| U.S. Security Service Fee:       | 2.50       |                       |
| Per Person Total:                | 317.61 USD |                       |
| eTicket Total:                   | 317.61 USD |                       |

The airfare you paid on this itinerary totals: 285.50 USD

### The taxes you paid on this itinerary total: 32.11 USD

Fare Rules:

Additional charges may apply for changes in addition to any fare rules listed.

NONREF/OVALUAFTDPT/CHGFEE

Cancel reservations before the scheduled departure time or TICKET HAS NO VALUE.

### **International eTicket Reminders**

- Check-in Requirement Bags must be checked and boarding passes obtained at least 60 minutes prior to scheduled departure. Baggage will not be accepted and advance seat assignments may be canceled if this condition is not met.
- Boarding Requirement Passengers must be prepared to board at the departure gate with their boarding
  pass at least 30 minutes prior to scheduled departure.
- Failure to meet the Boarding Requirements may result in cancellation of reservations, denied boarding, removal of checked baggage from the aircraft and loss of eligibility for denied boarding compensation.
- Bring this eTicket Receipt along with photo identification, proof of citizenship, passport and/or visa to the ticket lobby for check-in.
- The FAA now restricts carry-on baggage to one bag plus one personal item (purse, briefcase, laptop computer, etc.) per passenger.

### CREDIT CARD FORM (FORM K)

Use of company credit card: Immediately after charging on your group's credit card you must complete the following and give to the Controller:

|                  | CAN EXPRESS                    | $\boxtimes$ | VISA            |
|------------------|--------------------------------|-------------|-----------------|
| TO:              | CONTROLLER                     |             |                 |
| DATE: 4          | 4/25/10                        |             |                 |
| VENDOR: A        | Air Canada                     |             |                 |
| CLIENT & COI     | DE <u>Bermuda - 222</u>        |             |                 |
| APPROX. AMO      | OUNT: \$308.11 US (\$298       | .99 CD      | )               |
| DESCRIPTION      | : Toronto - Newark, WestJe     | et Laun     | <u>ch</u>       |
| NAME: <u>T</u>   | Cerry Gallagher                |             |                 |
| Charges over \$2 | ,000 must have the Chairman or | Preside     | ent's approval. |
| Approved by Ch   | nairman / President:           |             |                 |
| Date:            |                                |             |                 |

### **Terry Gallagher**

From: Air Canada [confirmation@aircanada.ca]

Sent: Sunday, April 25, 2010 9:41 PM

To: Terry Gallagher

Subject: Air Canada - 03-May: Toronto - New York (booking ref: ME62QE) - seat selected

\*\*\*\*\* PLEASE DO NOT REPLY TO THIS E-MAIL \*\*\*\*\*

# Itinerary/Receipt

Your booking is confirmed. Please print/retain this page for your financial records (for taxation, expense claim or credit card reconciliation purposes). We thank you for choosing Air Canada and look forward to welcoming you on board.



Learn what you can do with this barcode



Looking for Travel Insurance? Protect yourself and your family against unforeseen circumstances.



Need a hotel in New York? Competitive room pricing guaranteed. Earn Aeroplan Miles for every purchase.



Need ground transportation, sightseeing or attractions?



Need a car in New York? Great rates and additional Aeropian Miles.

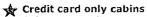




Reduce your carbon footprint!

You can now take the initiative to directly offset the carbon emissions of your flight. Air Canada and Zerofootprint have partnered to allow you to make a difference for the environment.

Offset now | Learn more



Only major credit cards are accepted for onboard payment of Duty-free Boutique and OnBoard Café purchases on all Air Canada flights (excludes Jazz). Learn more

### **Booking Information**

AIR CANADA



**Booking Reference:** 

ME62QE

**Customer Care** 

Electronic Ticketing confirmed. This is your official Itinerary/receipt.

Air Canada 1-888-247-2262

Main Contact:

Mr Terence Joseph Gallagher terryg@lhammond.com Mobile: 1-917-5390633 Home: 1-732-7969556 Work: 1-212-8910211

Flight Arrivals and Departures 1-888-422-7533

### Online Services

- Manage my booking online (view/change my booking; select seats\*).
- Alert me of flight status changes directly to my mobile phone or email.

- Flight Arrivals & Departures check online if my flight is on time.
- Check-in online and print my boarding pass.

\* Can my booking be changed online?



### Advance Passenger Information

Your current flight itinerary includes travel to a country that requires additional passenger information. We strongly encourage you to provide this information ahead of time from the comfort of your home or office with our secure online form.

### Travelling to/from the U.S.?

You are required by the Transportation Security Administration (TSA) to provide full passenger name (as it appears on the passport), date of birth, and gender for each traveller at least 72 hours before your departing flight, or at time of booking if you book your flight within 72 hours of departure. We recommend that you provide the necessary information after you've completed your booking so you don't risk forgetting.

### ADVANCE PASSENGER INFORMATION

### Flight Itinerary

| Flight | From   | То   | Stops | Duration | Aircraft | Fare<br>Type  | Meal |
|--------|--|--|-------|----------|----------|---------------|------|
| AC766  | Toronto, Pearson Int'l<br>(YYZ)<br>Mon 03-May 2010<br>12:25 - Terminal 1 | New York, Newark Int'l<br>(EWR)<br>Mon 03-May 2010<br>13:59 - Terminal A | 0     | 1hr34    | £75      | Tango<br>Plus |      |

### **Passenger Information**

1: Mr Terence Joseph Gallagher: Adult (16+), Ticket Number: 0142182553780

Frequent Flyer Pgm:

Meal Preference:

None

Credit Card:

xxxx-xxxx-xxxx-2008

Special Needs:

None

Seat Selection:

AC766 22F

### **Purchase Summary**

| Fare Summary Passenger Type                                | Adult  |
|--|--------|
| Departing Flight - Tango Plus                              | 213.00 |
| Surcharges   | 7.50   |
| Taxes, Fees and Charges                                    |        |
| Canada Airport Improvement Fee                             | 25.00  |
| U.S.A Transportation Tax                                   | 16.34  |
| U.S Agriculture Fee  | 5.07   |
| Air Travellers Security Charge (ATSC)                      | 12.10  |
| Canada Goods and Services Tax (GST/HST #10009-2287 RT0001) | 12.88  |
| U.S.A Immigration User Fee                                 | 7.10   |
| Total airfare and taxes before options (per passenger)     | 298.99 |
| Number Of Passengers                                       | 1      |
| Total  | 298.99 |

### Grand Total - Canadian dollars

\$298.99

The following charges (tax inclusive) will appear on your credit card statement: Air Canada: \$298.99 (Airfare - per ticket)

Ticket number(s): 0142182553780

### **Fare Rules**

Departing Flight Toronto (YYZ) To New York (EWR) - Tango Plus

- Tickets are non-refundable and non-transferable.
- Change fee per direction, per passenger, is \$75 CAD plus applicable taxes and any additional fare difference.
- Airport same-day changes (subject to availability) are permitted at a flat fee of \$75 CAD/USD per direction, per passenger. Same-day flights only.
- Changes can be made up to 2 hours prior to departure. Cancellations can be made up to 45 minutes prior to departure. Provided the original booking is cancelled prior to the original flight departure, the value of unused ticket can be applied within a one year period from date of issue of the original tickets to the value of a new ticket subject to a change fee per direction, per passenger, plus applicable taxes and any additional fare difference, subject to availability and advance purchase requirements. The new outbound travel date must commence within a one year period from the original date of ticket issuance. If the fare for the new journey is lower, any residual amount will be forfeited.
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- Customers who no-show their flight will forfeit the fare paid.
- Complimentary standard seat selection is available on Air Canada and Jazz (subject to availability).
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Before You Go: A 'To-Do' List

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You may carry onboard items which fall within the 2-piece carry-on allowance: One (1) carry-on bag or suitcase (wheels and handles includes in the size) and one (1) personal article like a briefcase, laptop

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Use of company credit card: Immediately after charging on your group's credit card you must complete the following and give to the Controller:

| ⊠ AMER                     | ICAN EXPRESS   |           | VISA                       |
|----------------------------|--|-----------|----------------------------|
| TO:                        | CONTROLLER   |           |                            |
| DATE:                      | 5/1/10   |           |                            |
| VENDOR:                    | Continental Airlines   |           |                            |
| CLIENT & CC                | DDE Bermuda 222  |           |                            |
| APPROX. AM                 | OUNT: <u>\$170.40</u>  |           |                            |
| DESCRIPTION Bermuda for in | N: <u>Return flight after escorti</u><br>augural flight launch | ng Wes    | tJet press trip members to |
| NAME:                      | Michelle Horn  |           |                            |
| Charges over \$2           | 2,000 must have the Chairman or                                | · Preside | ent's approval.            |
| Approved by C              | hairman / President:   |           |                            |
| Date:                      |  |           |                            |

# Continental Airlines



Verify US Passport

Continental Airlines

Name:

HORN/MICHELLEMS

Date:

WED 05 MAY 2010

OnePass: CD496984

Mileage: 779 Miles

Flight:

CO 1660 N

51

Name: Date:

HORN/MICHELLEMS

**WED 05 MAY 2010** 

OnePass: Mileage:

CD496984

779 Miles

Flight:

CO 1660 N

Gate:

Not Yet Assigned

Seat: 16A

Gate: Not Assigned

Seat: 16A

Commanon.

**BS79BB** 

Depart. Arrive:

Bermuda

3:55 PM 5:28 PM

51

Newark-Liberty Intl Board Time: 3:20 PM

eTicket 9s rding Pass

eTicket 00521584332404

圖|| 就学业经济环境。2005年2月17月2月18日,11日

### **EXPENSE REPORT (FORM M)**

### PAGE $\underline{1}$ OF $\underline{1}$

| CLIENT CODE: 222        | NAME: Emily Santos  |              | <b>DATE:</b> 6/8/10 |
|-------------------------|---|--------------|---------------------|
| • CLIENT-RELATED (Billa | ble and Non-billable)   |              |                     |
| DATE                    | DESCRIPTION*  | TOTAL AMOUNT | WORK CODE           |
| 5/6                     | Cab to CBS Radio meeting at BDOT in NYC   | \$7.00       | E                   |
| 5/5                     | Lunch with Cristina de Oliveira, Articles Editor - American<br>Spa to discuss Bermuda spa story | \$22.56      | A                   |
|                         |   |              |                     |
|                         |   |              |                     |
| <u> </u>                |   |              |                     |
|                         |   |              |                     |
| • NON-CLIENT-RELATED    | BUSINESS (Description)  | 1            | L                   |
|                         |   |              |                     |
|                         |   |              |                     |
|                         |   |              |                     |
|                         |   |              |                     |
|                         |   |              |                     |

| Employee Signature Charles Ch | Total Expenses    | \$29.50          |
|-------------------------------|-------------------|------------------|
|                               | (-) Less Advances | \$               |
| Approval:                     | (+) Due Employee  | \$ <u>29.5</u> 6 |
|                               | (-) Due LHA       | \$               |

Date: 6/9/10

Work Codes: A: Entertainment \*(indicate name, title, company, type: lunch, dinner, etc.); B: Business Meals \*(see above); C: Travel; D: Media Contacts; E: Out-of-Pocket; F: Petty Cash Adv.

# Bermuda - 222

2082 05/06:10 TR 7834 STAFT END MILES 11:18 11:24 0.6 Regular Fare RATE 1:4 4,98 SURCH: \$ 9.990.59StSrch:\$ TOTAL: \$ 5.40THANKS \$ 7.00 TO CONTACT TEC DIAL 3-1-1

wach w/ instinate Oliveira, American Spa

> HARU PARK AVE 280 Park Avenue New York, NY 10017 212-490-9680

| Server: Karma<br>Table 32/1       | 05/0_/201<br>1:14_P |  |
|-----------------------------------|---------------------|--|
| Guests: O                         | #40011              |  |
| L Roll Combo (2 @14 75)<br>*SALAD | 29.50               |  |
| Diet Pepsi (2 @2.50)              | 5.00                |  |
| Subtotal<br>Tax                   | 34.50<br>3.06       |  |
| Total                             | 37.56               |  |
| TULAT                             | 07,00               |  |

Balance Due

37.56

ARIGATO GOZAIMASU !!! 7.00

RAW FISH MUST BE

CONSUMED IMMEDIATELY! \$ 444.55

NOW ON FACEBOOK!

WWW.harusushi.com

#22.56-222

| CLIENT: | Bec | Mudn | <br> |
|---------|-----|------|------|
|         |     |      |      |

| нонтн: | MAY      |
|--------|----------|
| nonia, | <u> </u> |

### PROTOCOPYING, NON KAILABLE ITEMS

|  |  |          |       | የአ   | PER  |
|--|--|----------|-------|--|--|
| ZATE                                   | DESCRIPTION  | RELEASES | PAGES |  | PER<br>CLIENT                                |
| 5/19/10                                | Bormund Burgeller April 2010 Clips FUR Ropert  | ·        | 101   | <u>L</u>   |  |
|  |  |          |       | -  |  |
|  | Total = \$ 16.16   |          |       | et alle southern and the southern and th |  |
|  | 1014 - 10.12   |          | .~    |  |  |
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|  |  |          | -     |  | · · · · · · · · · · · · · · · · · · ·        |
|  |  |          |       |  |  |
| ************************************** |  |          |       | -  | Anadomic Official Religions (September 1997) |
|  |  |          |       | <del></del>  |  |

From: Kristina Paiz

**Sent:** Wednesday, May 19, 2010 2:49 PM

To: Gabriel Perez

**Subject:** Bermuda report **Importance:** High

Hola,

Please print the following out in color:

J:\TerryG\\text{Images\Bermuda\Clips\April}

J:\TerryG\\\text{mages\Bermuda\Clips\March}

Please print out the following in black and white:

J:\TerryG\\mages\Bermuda\Clips\BurrellesLuce\April 2010.pdf

- 101

I'll run down and grab them when they are done. I think Susannah wants to bind this report today, so can they be printed out soon??

Let me know - Thanks guys!!

Kristina Paiz
Receptionist
Lou Hammond & Associates
39 East 51 Street, New York, NY 10022
Tel: 212-308-8880; Fax: 212-891-0200
www.louhammond.com
www.twitter.com/louhammondpr

6/21/2010

| •       | 10 S | 1   |      |
|---------|------|-----|------|
| CLIENT: | BOTH | UNA | _    |
|         |      |     | <br> |

HONTH: MAY

### PHOTOCOPYING, NON HAILABLE ITEMS

| Bermuda April 2010 Reports | RELEASES PAGES LHA C |
|----------------------------|----------------------|
|                            |                      |
| (Takal = \$35.20)          |                      |
|                            |                      |
|                            |                      |
|                            |                      |
|                            |                      |
|                            |                      |
|                            |                      |

# **COLOR COPIES FORM (FORM Z)**

DATE: 5/6/10

ACCOUNT REP: Terry Gallagher

CLIENT CHARGES: Bernico # 222

LHA CHARGE:

DESCRIPTION: 6 copies 9 pages

TOTAL # OF COLOR COPIES: 54

TOTAL COST: \$ \$\$32.40

### **Gabriel Perez**

From: Terry Gallagher

Sent: Thursday, May 06, 2010 7:53 AM

To: Gabriel PerezCc: Bermuda GroupSubject: Color Copies

Gabe could you have 6 color copies of this made and bound by 10 am? Charge is for Bermuda (222) Thanks! J:\TerryG\Images\Bermuda\Plans - Presentations\Bermuda Perfect 10 PR Plan.ppt

Terence Gallagher, Executive Vice President Lou Hammond & Associates 39 E. 51st St. New York, NY 10022 T: 212-891-0211; F: 212-891-0200 www.louhammond.com www.twitter.com/louhammondpr

# COLOR COPIES FORM (FORM Z)

DATE: 5/19/10

ACCOUNT REP: 3¢

CLIENT CHARGES: BOOM 10

LHA CHARGE

DESCRIPTION: Bermula Cului Clips For April Reports.

TOTAL # OF COLOR COPIES: 16

TOTAL COST: \$\frac{1}{\lambda}\logbedcolombedcost:

From: Kristina Paiz

Sent: Wednesday, May 19, 2010 2:49 PM

To: Gabriel Perez

Subject: Bermuda report Importance: High

Hola,

Please print the following out in color:

J:\TerryG\images\Bermuda\Clips\April

J:\TerryG\images\Bermuda\Clips\March

Please print out the following in black and white: <u>J:\TerryG\lmages\Bermuda\Clips\BurrellesLuce\April 2010.pdf</u>

I'll run down and grab them when they are done. I think Susannah wants to bind this report today, so can they be printed out soon??

Let me know - Thanks guys!!

Kristina Paiz
Receptionist
Lou Hammond & Associates
39 East 51 Street, New York, NY 10022
Tel: 212-308-8880; Fax: 212-891-0200
www.louhammond.com
www.twitter.com/louhammondpr

6/21/2010

# LABOR FORM

| DATE 5/21/10 CLIENT <u>UAY</u>   |
|--|
|  |
| SUBJECT: BERMUNDA APRIL 2010 Reports   |
| TOTAL HOURS: 2hr (334,000)   |
| DESCRIPTION (Please check [ ] tasks involved)  |
| 1. Collating and stuffing releases, brochures, photos into press kit covers          |
| 2. Collating and stuffing releases, brochures, photos and invitations into envelopes |
| 3. Stick labels onto envelopes   |
| 4. Stick labels onto photos  |
| 5. Stick photos onto caption sheets  |
| 6. Copy press clips (Organize in chronological order [optional])                     |
| 7. Binding   |
| 8. Putting signatures on letters/ Matching names of envelopes with letters           |
| 9. Write out on P-touch tape and stick onto index tabs                               |
| 10. Set up the sixth floor (includes deck)   |
| 11. Wrap gifts (includes wrapping and tie ribbons)                                   |
| 12. Set up gift bags (includes putting tissue and everything inside)                 |
| 13. Outside job (Helping out in press events, etc)                                   |
| 14. Other:   |
|  |
| · · · · · · · · · · · · · · · · · · ·  |
|  |

HSD/CES/REGISTRATION UNIT 2010 DEC 30 PM 12: 41



### LOU HAMMOND & ASSOCIATES, INC.

39 East 51st Street, New York, NY 10022-5901 - 212-308-8830 • Fax 212-891-0200 • e-mail lha@lhammond.com www.louhammond.com

| Bill To                       |            |
|-------------------------------|------------|
| C. Ann Shutte                 |            |
| Director of Global Operations |            |
| BERMUDA DEPARTMENT (          | OF TOURISM |
| 675 Third Avenue 20th Floor   |            |
| New York, NY 10017            |            |
|                               |            |
|                               |            |
|                               |            |

# Invoice

Invoice #

Date 7/23/2010

0 O DEC 30

FOR: Out-of-pocket expenses incurred on your behalf during the month of June.

PM 12: 3:

| Item                         | Description   | Am    | ount =      |
|------------------------------|---|-------|-------------|
| Travel/Entertainment Expen   | Expenses for Susannah Gregory re desk-side appointments and trip to Boston                      |       | 186.91      |
| Travel/Entertainment Expen   | Expenses for Susannah Gregory re hotel and business center charges during stay in Boston        |       | 1,100.60    |
| Transportation               | Airfare for Michelle Horn re WestJet inaugural flight from Newark, NJ to Toronto to meet client |       | 247.74      |
| Transportation               | Amtrak ticket New York to Boston for Susannah Gregory   |       | 95.00       |
| Transportation               | Airfare Boston to New York for Susannah Gregory   |       | 153.00      |
| Miscellaneous                | Tabletop display for Caribbean Week - Media Marketplace   |       | 895.00      |
| Media Transportation         | Airfare for journalist Dahlton Bennington, Recommend/Preview, Meeting Fam trip                  |       | 388.50      |
| Press Clipping Service       | BurrellesLuce clipping service  |       | 705.44      |
| Transportation               | Taxi for Terry Gallagher re Caribbean Week - Media Marketplace event                            |       | 7.80        |
| Travel/Entertainment Expen   | Expenses for Terry Gallagher re BHA Meetings trip and Bermuda Night in Boston                   |       | 686.88      |
| Federal Express              | FedEx package   |       | 13.86       |
| Transportation               | Car service for Susannah Gregory during Caribbean Week  |       | :36.59      |
| Transportation               | Roundtrip airfare for Emily Santos re Bermuda Industry Night                                    |       | 332.50      |
| Wire Service                 | PR Newswire service re release wire service distribution  |       | 615.00      |
| Photography                  | Photographer for Bermuda Night, June 17   |       | 486.00      |
| Audio/Video Services         | Dubbing 10 Digi Beta reels  |       | 508.25      |
| Miscellaneous                | Lease of center court atrium space of Copley Place for Gombey dance troupe performance          |       | 500.00      |
| Miscellaneous                | Government Center Permit cost and Copley Mall cost for Gombey dance troupe performance          |       | 3,500.00    |
| Federal Express              | FedEx package   |       | 22.69       |
| Non-release Word Processing  | Create name tags for Boston media luncheon  |       | 12.00       |
| Transportation               | Amtrak train ticket for Terry Gallagher re Boston Bermuda Night and Event                       |       | 160.00      |
| Audio/Video Services         | DVD masters and copies of "Colours" and "Orchestra English (ATTIC)"                             |       | 136.55      |
| Telephone                    | Long-distance telephone   |       | 24.60       |
| Mailroom Expense             | 17 name badge holders   |       | 17.00       |
| Labor                        | Burn press kits onto CDs supplied by client and assist in set-up for Caribbean Week             |       | 85.00       |
| Labor                        | Cut name badges and assemble into holders   |       | 17.00       |
| Photocopying                 | Copy May 2010 Burrelles Luce clips  |       | 15.04       |
| Photocopying                 | Color copies of name tags, a release and clips  |       | 52.00       |
| Deliveries                   | Deliveries  |       | 165.00      |
| Payable within 30 days of in | voice. A charge of 1.5% per month will be made thereafter.                                      | Total | \$11,165.95 |

### EXPENSE REPORT (FORM J)

### **PAGE <u>1</u> OF <u>1</u>**

| CLIENT CODE: 222      | NAME: Susannah Gregory  |                  | DATE: (02310 |
|-----------------------|---|------------------|--------------|
| • CLIENT-RELATED (Bil | llable and Non-billable)  |                  |              |
| DATE                  | DESCRIPTION*  | TOTAL AMOUNT     | WORK CODE    |
| 6/16/10               | Coffee for deskside with Fran Golden (B. Griffith & S.          | 9.04             | E            |
|                       | Gregory)  |                  |              |
| 6/16/10               | Coffee for deskside with Fran Golden (B. Griffith & S. Gregory) | 4.75             | E            |
| 6/16/10               | Taxi: Mandarian Oriental - deskside with Fran Golden            | 11.75            | E            |
| 6/16/10               | Taxi: Deskside with Fran Golden - Fairmont Copley               | 16.60            | E            |
| 6/16/10               | Taxi: Fairmont Copley - Government Center - Mandarian           | 22.25            | E            |
|                       | Oriental (review location for Gov. Center stunt & pick up B.    |                  | ,            |
|                       | Griffith for deskside)  |                  |              |
| 6/15/10               | S. Gregory apartment - LH&A offices                             | 10.40            | E            |
| 6/15/10               | LH&A offices - Penn Station                                     | 13.00            | E            |
| 6/15/10               | Zaro's Bakery - S. Gregory dinner                               | 14.61            | E            |
| 6/16/10               | Taxi: Fairmont Copley - Mandarian (media luncheon)              | 6.65             | E            |
| 6/18/10               | Taxi: Fairmont Copley - Boston Airport                          | 29.40            | E            |
| 6/18/10               | ILLY - S. Gregory breakfast                                     | 6.79             | E            |
| 6/18/10               | Taxi: LGA Airport - LHA offices                                 | 41.67            | E            |
| • NON-CLIENT-RELATE   | ED BUSINESS (Description)                                       |                  |              |
|                       |   |                  |              |
|                       |   |                  |              |
|                       |   |                  |              |
|                       |   |                  |              |
|                       |   |                  |              |
|                       |   | _1               | <u></u>      |
| Employee Signature    | Total Expenses  | \$186.91         |              |
|                       | (-) Less Advances   | \$               |              |
| Approval:             | (+) Due Employee  | \$ <u>186.91</u> |              |

(-) Due LHA

Work Codes: A: Entertainment \*(indicate name, title, company, type: lunch, dinner, etc.); B: Business Meals \*(see above); C: Travel; D: Media Contacts; E: Out-of-Pocket; F: Petty Cash Adv.

Date:

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| FARE:   | \$  | 10,20    | 2  |
| EXTRA:  | \$  | 0.00     |    |
| TOLL:   |     |          |    |
| SRCH:   | \$  | 0.00     |    |
| TIP:    | \$  | 1.55     |    |
| TOTAL:  | \$  | 11.75    | •  |
| CARD:   |     | 5362     | ·ù |
| AUTH:   |     | 020085   |    |
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| 617-536 |     |          | F  |

EMAIL: TAXI. BPD@ CITYOFBOSTON, GOV

| Fran Goldan | Tark    |
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| EMAIL:  | TAY<br>G |     | JV<br>SQO |

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| HACK#: 00001125    |
| CAB#: 1475         |
| DATE: 6/16/2010    |
| 08:11              |
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| \$ 17.80           |
| TIP: \$ 4.45       |
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| CARDNUMBER: 5362   |
| AUTH#: 096901      |
| HACKNEY CARRIAGE   |

. (617) 536-TAXI. EMAIL: T/ CITYOFBO:

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| 07:44 07:5<br>REGULAR FA                         | 5 2.8<br>RF    |
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Convert Tip Giai S-1-1

CARD LUMBER: 5362 HUTMOR: 546500

-CITY OF BOSTUM 857 CAB # 1185 D-ID # 6864 TRIP # 06/18/10 DATE RATE USED: PASSENGERS: START END MILES 05:52 05:52 0.0 24,50 FARE: \$ EXTRA: \$ 0.00 0.00 TOLLS: \$ T1P: \$ 4.90 29.40 TOTAL: \$

5362 CARD #: AP #: 000737 CC CARD RECEIPT

HACKNEY CARRIAGE (617) 536-TAXI EMAIL: TAXI, BPDD CITYOFBOSTON, GOV 421393027881 ZARO'S BAKERY 2 PENN PLAZA NEW YORK, HY 10001 212-292-0151

TERMINAL ID.:

SALE

BATCH: 000072 OATE: Jun 15, 10 IHV: 000182 TIME: 18:07

AUTH: 015526

TOTAL

\$14.61

002

THAIK YOU FOR YOUR BUSINESS!

CUSTOMER COPY

ILLY
10 TERMINAL E
BOSTON LOGAN INTL AIRPORT
BOSTON NA G2128
305-267-8510

Ref #: 0026 Term ID: 79952333

Sale

\*\*\*\*\*\*\*\*\*\*5362

Entry Method: Swiped VISA

Total:

6.79

06/18/10 Inv #: 000026 Appr Code: 067995

Batch#: 000059 Zip Code:

> Customer Copy THANK YOU!

# deskside withtran Golden

# Loskside with From Golden

Flour Bakery + Cafe 12 Farnsworth St Boston, MA 02210 1-617-338-4333

Flour Bakery + Cafe 12 Farnsworth St Boston, MA 02210 1-617-338-4333

### Order #1205

06/16/2010

Host: 222Cash

| Urder # | 1 | 225 |
|---------|---|-----|
|---------|---|-----|

| 225            | Order #1205  | 9:15 AM   |
|----------------|--|---|
| 06/16/2010     |  | 20183   |
| 9:28 AM        | Large Hot Drink (2 @1.75)  | 3.50  |
| 10027          | Subtotal   | 3. 50   |
| 5. 50<br>2. 95 | STATE/LOC FOOD Tax   | 0. 25   |
| 8, 45          | Total Tax  | 0.25  |
|                |  |   |
| 0. 59          | TO GO Total  | 3.75  |
| 0. 59          | VISA #XXXXXXXXXXXX5362   | 3.75  |
|                | Auth: 046421   | 1-00  |
| 9. 04          |  | ı   |
| 9. 04          | eat dessert first!   | 4-19  |
|                | 06/16/2010<br>9:28 AM<br>10027<br>5.50<br>2.95<br>8.45<br>0.59<br>0.59 | 06/16/2010 9:28 AM 10027 Subtotal 5.50 2.95 STATE/LOC FOOD Tax  8.45 Total Tax  0.59 TO GO Total  0.59 VISA #XXXXXXXXXXXXXXXXXX5362 Auth: 046421 9.04 |

make life sweeter... eat dessert first! www.flourbakery.com

| Amount \$ | Cab N             | 0                      |
|-----------|-------------------|------------------------|
| CAB COMF  | PANY              |                        |
| Cab Fare  | From To 1 Revion+ |                        |
|           | To Mendering To   | (for media<br>lunchem) |
| Date O(L  | RECEIVED PAYMENT  |                        |

### **EXPENSE REPORT (FORM J)**

### **PAGE 1 OF 1**

| CLIENT CODE: 222    | NAME: Susannah Gregory   |              | <b>DATE:</b> 6.23.10 |
|---------------------|--|--------------|----------------------|
| CLIENT-RELATED (Bil | lable and Non-billable)  | ·            |                      |
| DATE                | DESCRIPTION*   | TOTAL AMOUNT | WORK CODE            |
| 6/17/10             | Fairmont Copley Business Center - internet and printing                              | 7.00         | E                    |
| 6/17/10             | Fairmont Copley Business Center - internet and printing                              | 16.00        | E                    |
| 6/16/10             | Fairmont Copley Business Center - internet and printing                              | 23.00        | E                    |
| 6/18/10             | Fairmont Copley - Overnight accommodations & parking fo Twanee Butterfield (1 night) | r 269.75     | E                    |
| 6/18/10             | Fairmont Copley - Overnight accommodations & meals for Susannah Gregory (3 nights)   | 784.85       | E                    |
|                     |  |              |                      |
|                     | ·  |              |                      |
|                     |  |              |                      |
| • NON-CLIENT-RELATE | D BUSINESS (Description)   |              |                      |
|                     |  |              |                      |
|                     |  |              |                      |
|                     |  |              |                      |
| Employee Signature  | (-) Less Advances<br>(+) Due Employe   |              |                      |
| Date:               | (-) Due LHA  | \$           |                      |

Work Codes: A: Entertainment \*(indicate name, title, company, type: lunch, dinner, etc.); B: Business Meals \*(see above); C: Travel; D: Media Contacts; E: Out-of-Pocket; F: Petty Cash Adv.



# **Business Center**

# The Fairmont Copley Plaza Boston 138 St James Ave, MA, 02116

Name & Card Number

WILLIAM III

XXXX-XXXX-XXXX-5362

| Usage Date | 06/17/2010  |
|------------|-------------|
| Invoice #  | 17062213    |
| Start Time | 10:08:05 PM |
| End Time   | 10:13:53 PM |
| HID        | UMA02116BG2 |

| DATE       | DESCRIPTION                           |       | RATE              | QUANTITY | CHARGE  |
|------------|---------------------------------------|-------|-------------------|----------|---------|
| 6/17/2010  |                                       |       |                   |          |         |
|            | PC Usage * * Includes minimum Charges |       | \$00.50<br>/minut | 5 min    | \$05.00 |
|            | Black & White Prints                  |       | \$01.00<br>/page  | 2 pages  | \$02.00 |
|            | Color Prints                          |       |                   |          |         |
| TAX ID NUM | BER                                   |       | SUB TOT           | AL       | \$07.00 |
|            |                                       |       |                   |          |         |
|            |                                       | TOTAL | CHARGE            | S \$(    | 07.00   |

These charges will appear on your Credit Card bill as Business Center Services by Vertical Systems, Inc. (http://www.ver-sys.com).

For questions please contact Vertical Systems Inc., at support@ver-sys.com-1 (866) VSI 4440



# **Business Center**

# The Fairmont Copley Plaza Boston 138 St James Ave, MA, 02116

Name & Card Number

WILLIAM III

XXXX-XXXX-XXXX-5362

| Usage Date | 06/17/2010  |
|------------|-------------|
| Invoice #  | 17061045    |
| Start Time | 10:23:08 AM |
| End Time   | 10:45:33 AM |
| UID        | UMA02116BG1 |

| DATE       | DESCRIPTION                           | RA            | IE QUANTITY | CHARGE  |
|------------|---------------------------------------|---------------|-------------|---------|
| 6/17/2010  |                                       |               |             |         |
|            | PC Usage * * Includes minimum Charges | \$00.<br>/min |             | \$11.0  |
|            | Black & White Prints                  | \$01.<br>/pag |             | \$05.00 |
|            | Color Prints                          |               |             |         |
| TAX ID NUM | BER                                   | SUB           | TOTAL       | \$16.0  |
|            |                                       |               |             |         |
|            |                                       | TOTAL CHA     | RGES \$     | \$16.00 |

These charges will appear on your Credit Card bill as Business Center Services by Vertical Systems, Inc. (http://www.ver-sys.com).

For questions please contact Vertical Systems Inc., at support@ver-sys.com -1 (866) VSI 4440



# **Business Center**

# The Fairmont Copley Plaza Boston 138 St James Ave, MA, 02116

Name & Card Number
WILLIAM III

XXXX-XXXX-XXXX-5362

| Usage Date | 06/16/2010  |
|------------|-------------|
| Invoice #  | 16061658    |
| Start Time | 04:24:31 PM |
| End Time   | 04:58:09 PM |
| UID        | UMA02116BG1 |

| DATE       | DESCRIPTION                           |       | RATE              | QUANTITY | CHARGE  |
|------------|---------------------------------------|-------|-------------------|----------|---------|
| 6/16/2010  |                                       |       |                   | 4        |         |
|            | PC Usage * * Includes minimum Charges |       | \$00.50<br>/minut | 34 min   | \$17.00 |
|            | Black & White Prints                  |       | \$01.00<br>/page  | 6 pages  | \$06.00 |
|            | Color Prints                          |       |                   |          |         |
| TAX ID NUM | BER                                   |       | SUB TOT           | AL       | \$23.00 |
|            |                                       |       | <del></del>       |          |         |
|            |                                       | ТОТАІ | _ CHARGE          | S \$     | 23.00   |

These charges will appear on your Credit Card bill as Business Center Services by Vertical Systems, Inc. (http://www.ver-sys.com).

For questions please contact Vertical Systems Inc., at support@ver-sys.com-1 (866) VSI 4440



BOSTON 138 ST. JAMES AVENUE BOSTON, MASSACHUSETTS USA 02116 T 617 267 5300 F 617 375 9648 Room

555

Folio#

292973

Cashier#

107

Page #

1 of 1

Twanee Butterfield

US

Arrival

06-17-10

Departure

06-18-10

| Date     | Description                 | Additional Information   |       | Charges | Credits |
|----------|-----------------------------|--------------------------|-------|---------|---------|
| 06-17-10 | Room Charge                 |                          |       | 199.00  |         |
| 06-17-10 | Room StateTax               |                          |       | 11.34   |         |
| 06-17-10 | Room City Tax               |                          |       | 11.94   |         |
| 06-17-10 | Room Occupancy Tax          |                          |       | 5.47    | •       |
| 06-18-10 | Parking - Valet - Overnight | chrysler pacifica130658* |       | 42.00   |         |
| 06-18-10 | Visa                        | XXXXXXXXXXX5362          | XX/XX |         | 269.75  |
|          |                             | Total                    |       | 269.75  | 269.75  |
|          |                             | Balance Due              |       | 0.00    |         |



138 ST, JAMES AVENUE BOSTON, MASSACHUSETTS USA 02116 T 617 267 5300 F 617 375 9648 Room

476

Folio#

292827

Cashler#

107

Page#

1 of 1

Susannah Gregory

บร

Arrival

06-15-10

Departure

06-18-10

| Date     | Description        | Additional Information       |       | Charges | Credits |
|----------|--------------------|------------------------------|-------|---------|---------|
| 06-15-10 | Room Charge        |                              |       | 199.00  |         |
| 06-15-10 | Room StateTax      |                              |       | 11.34   |         |
| 06-15-10 | Room City Tax      |                              |       | 11.94   |         |
| 06-15-10 | Room Occupancy Tax |                              |       | 5.47    |         |
| 06-16-10 | In Room Dining     | Line# 476 ; CHECK# 2324      |       | 34.82   |         |
| 06-16-10 | Room Charge        |                              |       | 199.00  |         |
| 06-16-10 | Room StateTax      |                              |       | 11.34   |         |
| 06-16-10 | Room City Tax      |                              |       | 11.94   |         |
| 06-16-10 | Room Occupancy Tax |                              |       | 5.47    |         |
| 06-17-10 | In Room Dining     | Line# 476 : CHECK# 2392      |       | 21.07   |         |
| 06-17-10 | In Room Dining     | Line# 476 : CHECK# 2420      |       | 31.07   |         |
| 06-17-10 | Refreshment Center | Line# 476 : CHECK# 000167 01 | 67    | 14.64   |         |
| 06-17-10 | Oak Bar            | Line# 476 : CHECK# 5192      |       | 63.78   |         |
| 06-17-10 | Room Charge        |                              |       | 199.00  |         |
| 06-17-10 | Room StateTax      |                              |       | 11.34   |         |
| 06-17-10 | Room City Tax      |                              |       | 11.94   |         |
| 06-17-10 | Room Occupancy Tax |                              |       | 5.47    |         |
| 06-18-10 | Visa               | XXXXXXXXXXXX5362             | XX/XX |         | 848.63  |
|          |                    | Total                        |       | 848.63  | 848.63  |
|          |                    | Balance Due                  |       | 0.00    |         |

Guest signature X
For information or reservations, visit us at
www.fairmont.com or call Fairmont Hotels & Resorts from:
United States or Canada 1 800-441-1414

I porce that my liability for this bit is not waived and I systee to be hold personally holds in the event that indicated person, company, shavel again or especiation talk to pay for the full amount of the charges, Overdue between subject to a suitcharge still no state of 1.5% per brookh, (16.5%) per a howh, (16.5%) per showh, (16.5%) per showh (16.5%) p

# **EXPENSE REPORT (FORM J)**

# PAGE 1 OF 1

Work Codes: A: Entertainment \*(indicate name, title, company, type: lunch, dinner, etc.); B: Business Meals \*(see above); C: Travel; D: Media Contacts; E: Out-of-Pocket; F: Petty Cash Adv.

## **CREDIT CARD FORM (FORM K)**

Use of company credit card: Immediately after charging on your group's credit card you must complete the following and give to the Controller:

| TO: CONTROLLER   |
|--|
| DATE: <u>5/1/10</u>  |
| VENDOR: <u>Continental Airlines</u>  |
| CLIENT & CODE Bermuda 222  |
| APPROX. AMOUNT: \$247.74   |
| DESCRIPTION: WestJet inaugural flight from EWR to Toronto to meet Bermuda client |
|  |
| NAME: <u>Michelle Horn</u>   |
| Charges over \$2,000 must have the Chairman or President's approval.             |
| Approved by Chairman / President:  |
| Date:  |

## Continental Airlines ...



Continental Airlines ...

HORN/MICHELLEMS Name:

Date: WED 05 MAY 2010

OnePass: CD496984 Mileage: 779 Miles Flight: CO 1660 N Name:

HORN/MICHELLEMS

Date: OnePass:

WED 05 MAY 2010

Mileage:

CD496984 779 Miles

Flight:

CO 1660 N

Gate:

Not Yet Assigned

Seat: 16A

51

Gate: Not Assigned

Seat: 16A

Continuation. BS/9BB

Depart. Arrive:

Bermuda Newark-Liberty Intl

3:55 PIVI 5:28 PM

51

Board Time: 3:20 PM

eTicket Boarding Pass

eTicket 00521584332404

**国川部学业技术的学校**学的结婚的和自治疗的有效的重用。

#### Michelle Horn

From: Michelle Horn [horn\_michelle@hotmail.com]

Sent: Thursday, June 17, 2010 8:47 PM

To: Michelle Horn

Subject: FW: eTicket Itinerary and Receipt for Confirmation BSHRQ1

From: continentalairlines@continental.com To: HORN\_MICHELLE@HOTMAIL.COM

CC:

Subject: eTicket Itinerary and Receipt for Confirmation BSHRQ1

Date: Fri, 23 Apr 2010 20:20:03 -0400

To ensure delivery of this e-mail please add continentalairlines@continental.com to your address book or approved senders list. See instructions for adding us to your address book.

Right-click here to download pictures. To help protect your privacy, Outlook prevented automatic download of this picture from the Internet.

Confirmation: BSHRQ1

Check-in >

Issue Date: April 23, 2010

| Traveler<br>HORN/MICHELLEMS                |  | eTicket Number ELLEMS 0052158433100 |  | Frequent Flyer<br>CO-CD496984                           | Seats<br>9D           |  |
|--|--|-------------------------------------|--|---|-----------------------|--|
| FLIGHT INFORM<br>Day, Date<br>Sun, 02MAY10 | ATION<br>Flight<br>CO3308 <sup>1</sup> |                                     | Departure City and Time<br>NEWARK EWR<br>(EWR) <b>3:09PM</b> | Arrival City and Time<br>TORONTO<br>(YYZ) <b>4:59PM</b> | Aircraft Meal<br>Q400 |  |
| <sup>1</sup> Flight operated               | by COLGA                               | N AIR o                             | doing business as CONTINEN                                   | ITAL CONNECTION with tu                                 | rboprop               |  |

<sup>&</sup>lt;sup>1</sup>Flight operated by COLGAN AIR doing business as CONTINENTAL CONNECTION with turboprop equipment

#### FARE INFORMATION

| Fare Breakdown          |            | Form of          |
|-------------------------|------------|------------------|
| Airfare:                | 220.50 USD | Payment:         |
| U.S. Federal            | 16.54      | AMERICAN         |
| Transportation Tax:     |            | EXPRESS          |
| U.S. Flight Segment     | 3.70       | Last Four Digits |
| Tax:                    |            | 2008             |
| U.S. Passenger Facility | 4.50       |                  |
| Charge:                 |            |                  |
| U.S. Security Service   | 2.50       |                  |
| Fee:                    |            |                  |
| Per Person Total:       | 247.74 USD |                  |

eTicket Total: 247.74 USD

The airfare you paid on this itinerary totals: 220.50 USD

The taxes you paid on this itinerary total: 27.24 USD

Fare Rules: Additional charges may apply for changes in addition to any fare rules listed.

NONREF/OVALUAFTDPT/CHGFEE

Cancel reservations before the scheduled departure time or TICKET HAS NO VALUE.

## **CREDIT CARD FORM (FORM K)**

Use of company credit card: Immediately after charging on your group's credit card you must complete the following and give to the Controller:  $\boxtimes$ AMERICAN EXPRESS **VISA** TO: CONTROLLER DATE: Bermuda - Amtrak **VENDOR:** CLIENT & CODE 222 \$95.00 APPROX. AMOUNT: DESCRIPTION: Susannah Gregory travels to Boston for Bermuda Night <u>Susannah</u> Gregory NAME: Charges over \$2,000 must have the Chairman or President's approval. Approved by Chairman / President: Date: \_\_\_\_\_

## Susannah Gregory

From: tickets@amtrak.com

Sent: Tuesday, June 08, 2010 6:17 PM

To: Susannah Gregory

Subject: Amtrak: Reservation Confirmation - THIS IS NOT A TICKET

Thank you for choosing Amtrak. Save or print this page for your records.

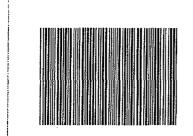
Reservation Number: 0E4C3D

#### THIS IS NOT A TICKET.

This confirmation notice is not a ticket. You must obtain a ticket before boarding.

## TICKETING INFORMATION

THIS IS NOT A TICKET. You must obtain your ticket(s) before boarding. You can pick up your any Amtrak Quik-Trak self-service ticketing kiosk, or at any Amtrak ticket window. Please check operating hours before you go, as Amtrak ticket window hours and/or Quik-Trak kiosk hours vary station to station.



### SCAN AT QUIK-TRAK

To pick up tickets at a Quik-Trak ticketing kiosk, print this confirmation page. At the station, scan the barcode under the Quik-Trak scanner and then touch the 'Print Tickets' button. No credit card is needed.



#### **IMPORTANT POLICIES**

For important identification requirements, please visit http://www.amtrak.com/IDrequirements.html.

For important baggage policy information, please visit http://www.amtrak.com/BaggagePolicy.html.

All Amtrak trains except the Auto Train are non-smoking.

#### PASSENGER INFORMATION

Passenger 1: Susannah Gregory (Adult)

**ITINERARY** 

New York - Penn Station, NY (NYP) to Boston - Back Bay, MA (BBY) 15-JUN-10; 4:00 pm - 15-JUN-10; 7:22 pm

Service: 2166 Acela Express

Duration: 3 hr, 22 min

<Departs>

New York - Penn Station, NY (NYP)

15-JUN-10; 4:00 pm

<Arrives>

Boston - Back Bay, MA (BBY)

15-JUN-10; 7:22 pm

<Seat(s)/Room(s)>

1 Business Class Seat

Amenities: Snack car

#### **FARE INFORMATION**

Rail Fare

\$95.00

Accommodations \$0.00

Price

Ticket Delivery

\_\_\_\_\_

\$0.00

Fee

Total

\$95.00

## **BILLING INFORMATION**

Billed to:

Lou Hammond 39 East 51st Street New YOrk, NY 10022

United States

Total Amtrak Charge \$95.00

Credit Card: American Express \*\*\*\*\*\*\*\*2008

### ADDITIONAL INFORMATION

<sup>\*</sup> We recommend that you arrive at the station at least 30 minutes prior to your scheduled departure. Allow additional time if you need help with baggage or tickets.

- \* If you are traveling on the Auto Train you must check in at least two hours before scheduled departure.
- \* To modify or cancel your reservation online you will be asked to supply the reservation number and email address or phone number you used to book the trip. Not all reservations are eligible for online modification. If you are unable to modify or cancel your reservation online, call 1-800-USA-RAIL (1-800-872-7245). Cancellation and/or refund fees may apply.
- \* Need a hotel or car? Amtrak offers great deals for your destination. For the best hotel, car and activity deals, visit <a href="http://trip.amtrak.com">http://trip.amtrak.com</a> to book now.
- \* THIS IS NOT A TICKET

#### HAVE A GREAT TRIP!

Questions? Contact us online at http://www.amtrak.com/contactus.html or call 1-800-USA-RAIL (1-800-872-7245).

## **CREDIT CARD FORM (FORM K)**

Use of company credit card: Immediately after charging on your group's credit card you must complete the following and give to the Controller:

|       | ☐ AMER                              | RICAN EXPRESS                               | $\boxtimes$ | VISA            |
|-------|-------------------------------------|---|-------------|-----------------|
|       | TO:                                 | CONTROLLER                                  |             |                 |
|       | DATE:                               | <u>6-18</u> -10                             |             |                 |
|       | VENDOR:                             | <u>Ber</u> muda-Orbitz                      |             |                 |
|       | CLIENT & CO                         | ODE <u>22</u> 2                             |             |                 |
|       | APPROX. AM                          |   |             |                 |
| Eller | descriptio<br>Sucanhav<br>for Bermu | N:<br>1 Gregory travels to Bo<br>1 da Night | oston d     | ry v            |
|       | NAME:                               | <u>susannah Gregory</u>                     |             |                 |
| (     | Charges over \$                     | 52,000 must have the Chairman or            | r Preside   | ent's approval. |
| 1     | Approved by C                       | Chairman / President:                       |             |                 |
| I     | Date:                               |   |             | ·               |

## **Susannah Gregory**

From: Susannah Gregory [gregory.susannah@gmail.com]

Sent: Tuesday, June 08, 2010 6:18 PM

To: Susannah Gregory

Subject: Fwd: Travel Document - New York 6/18/10

----- Forwarded message -----

From: Orbitz < travelercare@orbitz.com>

Date: Tue, Jun 8, 2010 at 6:16 PM

Subject: Travel Document - New York 6/18/10

To: "Woodson C. Whitehead" < gregory.susannah@gmail.com>

## SRBITZ

## Your Travel Document

Hello Woodson,

Thanks for traveling with Orbitz. This e-mail confirms the ticket number(s) issued for the "New York 6/18/10" trip.

Visit "My Trips" to add this reservation to your calendar.

Ticket Information

Passenger(s): SUSANNAH GREGORY

US Airways record locator: DDWSVM Ticket type requested: electronic (e-ticket) Orbitz record locator: AP800101DDWSVME6 Airline ticket number(s): 03777554622332

Please note: At least one airline in this trip charges an additional fee for baggage. This fee is not included in your total trip cost. <u>See details</u>

Friday, June 18, 2010 US Airways # 2117

Boston Logan International (BOS) to New York La Guardia (LGA) Departure (BOS): June 18, 7:00 AM EDT (morning) Arrival (LGA): June 18, 8:19 AM EDT (morning)

Class: Economy Your flight is confirmed. The airtine is assigning seats at check-in <u>choose seats</u>

View the latest airport conditions at: <u>BOS | LGA</u> **Have your travel plans changed?** Many tickets can be exchanged or canceled online by visiting "My trips" and clicking the <u>Change/cancel airline ticket</u> option.

Cost and billing summary

June 8, 2010

Get E-mail Updates Sign up now for travel deals, alerts and specials.



#### **Orbitz Care Alerts**

Flight status alerts are set up for the following people.

Susannah Gregory
2024366360@txt.att.net
Text message
Receiving: Departure Alerts , Airport
Advisories

Update alert settings Learn more

New! Look up your itinerary and flight status on your mobile phone at mobile.orbitz.com.
Learn more

Great rates Click for car rates in New York



Add a car



#### **Booking Confirmation**

Total airfare: \$153.70USD (including taxes)

Price Assurance: Get a cash refund if another customer books the same flight at a lower price. How it works

Please note that your fare may carry restrictions. Changes to your itinerary may result in additional fees. Review the fare rules in "My Trips" to learn more.

Important notice related to ticket terms and conditions.

Billing Information

Credit card holder's name: LOU HAMMOND Credit card type: American Express Credit card number: xxxxxxxxxxx2008

Address

39 EAST 51ST STREET

NEW YORK, NY 10022 United States

E-mail: gregory.susannah@gmail.com

#### At the airport

#### At the airport

Enjoy a hassle-free airport experience with these travel tips from Orbitz Care:

- -- Remember to print a copy of this e-mail and bring it with you to the airport. Your itlnerary and ticket numbers may be required for check-in and/or Immigration.
- Remember to bring a valid government-issued photo ID to the airport. Check specific <u>visa and passport requirements.</u>
   Obtain your boarding pass before entering the security checkpoint. See more
- Obtain your boarding pass before entering the security checkpoint. See more check-in tips
- -- Plan ahead and arrive early for airport security. Please review these updated security and packing <u>quidelines</u>, as they may change periodically.

#### Check-in Information

Because you're traveling with an e-ticket, no ticket will be mailed to you.

#### Schedule Changes

### Schedule Changes

You may receive an e-mail from Orbitz if a schedule change occurs prior to or during your trip. Such changes also will be noted in "My Trips". We recommend you check there periodically before your trip.

If there are changes to the flight(s), bring a printout with the updated itinerary and ticket number(s) to the airport. We will send you an e-mail 2-3 days before departure.

Lastly, you can always look up your reservation under "My Trips" or on your mobile phone at mobile.orbitz.com. If you have any questions, you can e-mail us.

Thank you for choosing Orbitz.

Enjoy your trip!

Orbitz Team



This booking is subject to our <u>Privacy</u> <u>Policy</u> and our <u>Terms and Conditions</u>.



P.S. Need an answer? Check out our <u>Customer Service</u> section.

Custom Vacations | Hotels | Flights | Cars | Cruise | Activities



## **CREDIT CARD FORM (FORM K)**

Use of company credit card: Immediately after charging on your group's credit card you must complete the following and give to the Controller:

| AMERICAN EXPRESS   |
|--|
| TO: CONTROLLER   |
| DATE: 5/19/10  |
| VENDOR: Caribbean Tourism Olganization                               |
| CLIENT & CODE 222  |
| APPROX. AMOUNT: \$8915   |
| DESCRIPTION: Tayletop Jusplay for Carribbean Week-Media Marketplug   |
| NAME: S.Gragory  |
| Charges over \$2,000 must have the Chairman or President's approval. |
| Approved by Chairman / President:                                    |
| Date:  |



## CARIBBEAN MEDIA MARKETPLACE The New York Helmsley Hotel, 212 East 42<sup>nd</sup> Street, New York city Thursday, June 10, 2010; 3:30 pm - 5:30 pm

## **REGISTRATION FORM**

| NAME OF EXHIBIT                     | OR: Beamuda Department of Tayoum   |
|-------------------------------------|--|
| Please choose o                     | ne exhibit in boxes below:   |
|                                     | Booth (Exhibitor must have own pop-up booth as we will not provide pipe and drape. Booths are confirmed on a first-come, first-served basis). Cost: \$1095 |
| ,                                   | Displays cannot exceed 8 ft. tall or 8 ft. wide  |
| (⊻)                                 | Tabletop Display (6 ft. by 3 ft. table): Cost: \$895   |
| ()                                  | Shared Tabletop (1/2 of 6 ft. by 3 ft. table): Cost: \$545   |
| RMF cor                             | ntributors deduct \$100 for booth or tabletop; \$50 for shared tabletop.   |
|                                     | ses, please PRINT the names of delegates, including title and organization DTBA's will be accepted).   |
| 1. Ann                              | Shytte.  |
|                                     |  |
|                                     |  |
|                                     |  |
|                                     | ne:Fax:  |
| E-mail:                             |  |
| Signed:                             |  |
| FULL PAYMENT<br>212-891-0200        | MUST ACCOMPANY REGISTRATION FORM. All registration forms should be faxed to:   |
| If paying by <b>cred</b><br>(★) Ame | it card, complete the section immediately below.  x () Discover () MC () VISA  |
| Credit Ca                           | rd Number: 37/57/408497.008 Expiration Date: 12/12   |
| Signature                           | of Cardholder. Du Hammand Date: 5/19/10  |
| If paying by chec<br>Tourism Organi | k, indicate the CHECK #: make the check payable to Caribbean ration and mail with-a copy of the registration form to:                                      |

Ashley Taylor
Lou Hammond & Associates

39 East 51st Street + New York, NY 10022

Phone: 212-891-0237 • Fax: 212-891-0200 • ashleyt@lhammond.com

Blackware

## **CREDIT CARD FORM (FORM K)**

Use of company credit card: Immediately after charging on your group's credit card you must complete the following and give to the Controller:

| ☐ AMERICAN EXPRESS  |             | $\boxtimes$ | VISA            |
|---|-------------|-------------|-----------------|
| TO: CONTROLLER  |             |             |                 |
| DATE: <u>June 14</u>  |             |             |                 |
| VENDOR: <u>American Airlines</u>                                    |             |             |                 |
| CLIENT & CODE Bermuda - 2   | <u>22</u>   |             |                 |
| APPROX. AMOUNT: \$388   | <u>.50</u>  |             |                 |
| DESCRIPTION: <u>Airline ticke</u> journalist accommpanying July 15- |             |             |                 |
| NAME: <u>Gina Stouffer</u>  |             |             |                 |
| Charges over \$2,000 must have the                                  | Chairman or | Preside     | ent's approval. |
| Approved by Chairman / President:                                   |             |             |                 |
| Date:   |             |             |                 |

Gina Stouffer, Sr. Vice President Lou Hammond & Associates Phillips Point West Tower 777 South Flagler Dr., Ste. 1704 West Palm Beach, FL 33401

Tel: (561) 655-3836, Fax: (561) 655-3921

www.louhammond.com

www.twitter.com/louhammondpr

From: no-reply@aa.com [mailto:no-reply@aa.com]

Sent: Monday, June 14, 2010 12:31 PM

To: Gina Stouffer

**Subject:** D. BENNINGTON 07/15/10 Itinerary



Reservations | Fare Sales & Offers | AAdvantage Account

Record Locator: PEGOTG

Status: Purchased

#### . Your Itinerary

| Carrier                  | Filght<br>Number | Departing<br>City     | Date & Time              | - Arriving<br>City    | Time                     | Booking<br>Code | Meals             |
|--------------------------|------------------|-----------------------|--------------------------|-----------------------|--------------------------|-----------------|-------------------|
| A'A<br>AMERICAN AIRLINES | 308              | MIA Miami             | Jul 15, 2010<br>04:45 PM | BDA Bermuda/ Hamilton | Jul 15, 2010<br>08:20 PM | 0               | Food for purchase |
| ANA AMERICAN AIRLINES    | 1325             | BDA Bermuda/ Hamilton | Jul 19, 2010<br>08:20 AM | MIA Miami             | Jul 19, 2010<br>10:10 AM | 0               | Food for purchase |

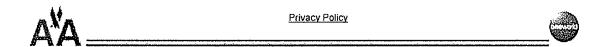
| Traveler information . |             |                 |
|------------------------|-------------|-----------------|
| Passenger              | Cabin Class | Seat Assignment |
| DAHLTON BENNINGTON     | Economy     | 21F             |
| DAHLTON BENNINGTON     | Economy     | 19A             |

Traveling passengers may check in and obtain boarding passes for U.S. domestic electronic tickets within 24 hours of the flight time online at <u>AA.com</u> by using <u>www.aa.com/checkin</u> or at a Self-Service Check-In machine at the airport. Check-in options may be found at <u>www.aa.com/options</u>. For information regarding American Airlines checked baggage policies, please visit <u>www.aa.com/baggageinfo</u>.

Travelers must present a government-issue photo ID with either a boarding pass or a priority verification card at the security screening checkpoint

Please remember flight details are subject to change. In order to check a flight's status, gate, or departure and

arrival time, go to www.aa.com and enter the flight information in the Gates and Times search area. In order to receive automatic notifications of flight changes, click on the Flight Status Notifications section on the www.aa.com homepage and enter the required flight and contact information.



## BurrellesLuce Media Analysis

A Burrelles Luce Company

75 East Northfield Road • Livingston, NJ 07039 973.992.6600 • 212.227.5570 • 800.631.1160

Lou Hammond

\Bermuda Tourism

Att: Ms. Mary Messias, Controller

39 East 51st Street New York, NY 10022 TERMS: NET 30 DAYS

P.O NO 🌬

ACCOUNT NO № 8266 KB.

DATE > 06/30/10

INVOICE NO. № 10052463

INVOICE TOTAL > \$299.41

TOTAL DUE

\$299.41

Previous Balance Media Measurement report for May 2010

Services Rendered Sales Tax

275.00 24.41

0.00

22

TOTAL: \$705.44

INVOICE TOTAL

299.41

AN INTEREST CHARGE IS ASSESSED ON ALL AMOUNTS OVER 30 DAYS OUTSTANDING

TOTAL AMOUNT DUE [>>

299.41

| CURRENT  | OVER 30 DAYS | OVER 60 DAYS | OVER 90 DAYS | OVER 120 DAYS |
|----------|--------------|--------------|--------------|---------------|
| \$299.41 | \$.00        | \$.00        | \$.00        | \$.00         |

LAST LAST AMOUNT THIS COLUW

BurrellesLuce Media Analysis

A BurrellesLuce Company

75-0, Rennbold Road - Cherysler, 10/07086 078-000-6600 - 212/227-8576 - 360/031/1590 .....

FEDERAL I.D. NO. 20-0253253

PURCHASE ORDER NO. [>-

ACCOUNT NO ≥8266 KB

DATE >06/30/10

INVOICE NO. >10052463



75 East Northfield Road, Livingston, New Jersey 07039 973,992,6600 / 800 631 1160

> Lou Hammond & Associates \Bermuda Tourism

Att: Ms. Mary Messias, Controller

39 East 51st Street New York, NY 10022

## INVOICE

TERMS: NET 30 DAYS

P.O NO 🌬

ACCOUNT NO. 3-8266 AQ

▶ 06/30/10

INVOICE NO > 10052459

INVOICE TOTAL > \$406.03

TOTAL DUE \$406.03

| For the period 06/01/10 through 06/30/10<br>Previous Balance<br>Basic Rate Charge  | 0.00   |
|--|--|
| Clip Transactions: 76 Clippings Delivered 9 Internet Clips Charged @ \$1.42 each 16 eClips Charged @ \$1.42 each 1 Web Video Charged @ \$1.42 each 50 Scanned Clips Charged @ \$1.42 each Copyright Royalty Fees Sales Tax | 12.78<br>22.72<br>1.42<br>71.00<br>5.46<br>32.65 |

222

INVOICE TOTAL

406.03

406.03

| AN INTEREST CHARGE IS ASSESSED ON ALL AMOUNT DUE AMOUNTS OVER 30 DAYS OUTSTANDING |                    |              |              |              | AL AMOUNT DUE 🔊 |
|---|--------------------|--------------|--------------|--------------|-----------------|
|   | CURRENT The second | OVER 30 DAYS | OVER 60 DAYS | OVER 90 DAYS | OVER 120 DAYS   |
|   | \$406.03           | \$.00        | \$.00        | \$.00        | \$.00           |

PAY LAST AMOUNT THIS COLUM



PURCHASE ORDER NO. [94

ACCOUNT NO 88266 AO

DATE >06/30/10

INVOICE NO. \$10052459

## **EXPENSE REPORT (FORM J)**

## PAGE 1 OF 1

| (-) Less Advances \$   | CLIENT CODE: 222           | NAME: Terry Gallagher  |              | <b>DATE:</b> 6/23/10 |
|--|----------------------------|--|--------------|----------------------|
| 6/10/10 Taxi - Media Marketplace Event - Caribean Week - Bermuda \$7.80  | • CLIENT-RELATED (Billable | and Non-billable)  |              |                      |
| - NON-CLIENT-RELATED 3   | DATE                       | DESCRIPTION*   | TOTAL AMOUNT | WORK CODE            |
| **************************************   | 6/10/10                    | Taxi - Media Marketplace Event - Caribean Week - Bermuda   | \$7.80       |                      |
| **************************************   |                            |  |              |                      |
| **************************************   |                            |  |              |                      |
| **************************************   |                            | #72-27   |              |                      |
| Solution   Solution  |                            |  |              |                      |
| *** *** ******************************   |                            |  |              |                      |
| • NON-CLIENT-RELATED  • NON-CLIENT-RELATED |                            |  |              |                      |
| • NON-CLIENT-RELATED  • NON-CLIENT-RELATED |                            | - 17 1 17 18 20 18 |              |                      |
| • NON-CLIENT-RELATED  O. 50  TOTAL Expenses  (-) Less Advances  (+) Due Employee  \$7.80   |                            |  |              |                      |
| Employee Signature  Total Expenses (-) Less Advances (+) Due Employee  \$7.80  |                            |  |              |                      |
| Employee Signature  Total Expenses (-) Less Advances (+) Due Employee  \$7.80  | • NON-CLIENT-RELATED       |  |              | <u> </u>             |
| Employee Signature  Total Expenses (-) Less Advances (+) Due Employee  \$7.80  \$7.80  |                            |  |              |                      |
| Employee Signature   |                            |  |              |                      |
| Employee Signature   | , xx                       | 1  |              |                      |
| (-) Less Advances \$   |                            |  |              |                      |
|  | Approval:                  | (-) Less Advances  | \$           |                      |

Work Codes: A: Entertainment \*(indicate name, title, company, type: lunch, dinner, etc.); B: Business Meals \*(see above); C: Travel; D: Media Contacts; E: Out-of-Pocket; F: Petty Cash Adv.

## **EXPENSE REPORT (FORM J)**

## PAGE 1 OF 1

| CLIENT CODE: 222          | NAME: Terry Gallagher  |              | <b>DATE:</b> 6/18/10 |
|---------------------------|--|--------------|----------------------|
| • CLIENT-RELATED (Billabl | e and Non-billable)  |              |                      |
| DATE                      | DESCRIPTION*   | TOTAL AMOUNT | WORK CODE            |
| 5/18/10                   | On island taxi - BHA meetings                                  | \$30.00      |                      |
| 5/20/10                   | On island taxi - Fairmont Hamilton - Tucker's Point - Tucker's | \$60.00      |                      |
|                           | Point to airport   |              |                      |
| 5/20/10                   | Orange Juice - BHA meetings                                    | \$1.50       |                      |
| 5/19/10                   | Dinner (Chicken Pot Pie, salad, coke) BHA Meetings             | \$23.58      |                      |
| 5/20/10                   | Breakfast - Buzz Café - BHA Meetings                           | \$10.00      |                      |
| 5/18 - 20                 | Newark Airport Parking - BHA Meetings trip                     | \$72.00      |                      |
| 6/17/10                   | Taxi - Fairmont - Fenway Park - Bermuda Night in Boston        | \$10.00      |                      |
| 6/17/10                   | Breakfast - Dunkin Donuts - Bermuda Night in Boston            | \$3.19       |                      |
| 6/18/10                   | Breakfast - Dunkin Donuts - Bermuda Night in Boston            | \$3.15       |                      |
| 6/17/10                   | Lunch Au Bon Pain - Bermuda Night in Boston                    | \$8.96       |                      |
| 6/17/10                   | Dinner - Fenway Park - Bermuda Night in Boston                 | \$9.00       |                      |
| 6/16 - 18                 | Accommodations - Bermuda Night in Boston                       | \$455.50     |                      |
| • NON-CLIENT-RELATED B    | USINESS (Description)  |              |                      |
|                           |  | ·            |                      |
|                           |  |              |                      |
|                           |  |              |                      |
|                           |  |              |                      |
|                           |  |              |                      |

| Employee Signature _ | Tens to Rotto | Total Expenses                        | \$686.88                 |
|----------------------|---------------|---------------------------------------|--------------------------|
| Approval:            |               | (-) Less Advances<br>(+) Due Employee | \$\$<br>\$ <u>686.88</u> |
| Date:                |               | (-) Due LHA                           | \$                       |

Work Codes: A: Entertainment \*(indicate name, title, company, type: lunch, dinner, etc.); B: Business Meals \*(see above); C: Travel; D: Media Contacts; E: Out-of-Pocket; F: Petty Cash Adv.

## 7003 ATTENDANT

OHK 5661 20M8Y'10 1 THUPICANA MINERALS 1.50 PAYMENT 9501/POS CASHARROOM CASH 1.50 ---7003 CLOSED ZOMAY

Mewark Liberty International Airport

Thu Hay 20 2010 13:52

05/18/2010 05:11:36 Ln 402 05/20/2010 13:52:17 Ln 405

222

francon

Ticket 040200536770

PA: WES 2961

1 - Public Parker

### FLANAGANS & OUTBACK SPORTS BAR Front Street Hamilton Bermuda 441-295-6443

| er: Bianca | DOB: |
|------------|------|
| 90 PM      |      |
| e 6/1      |      |

05/19/2 05/19/2010 4/400

209700

hier:

1 551

11

Tend #XXXXXXXXXXXXXXXXXXXXXXX

netic card present: GALLAGHER TERRY

\*\*\*

oval: 02416C

\$ 23.58 Amount:

+ TIP: \_\_\_\_\_

= Total: <u>Z3.58</u>

Bewark Liberty Internstrucal

Tyment Amount' \$72.00 VICE XXXXXXXXXXXXXXXX 071360 Speroval 2016052013523601.0405

TAXES TROLUDED

| CAS # 1468   |   | p.e.  | 222   |
|--|---|---|---|
| D-1D # !1357<br>IRIP # 7004<br>DATE 06/17/10<br>RATE USED:                           | BOSTON, 935028 Norma                                | MÁ UZZ.   | Au Bon Pain<br>Au Bon Pain 201  |
|  | 7183 JUN17  | 10 3:14PM   | Office Catering Specialists 800-765-422/  |
| cyron 4 0 00   | 1 *COP 1007 21                                      | 00 4.25<br>AN 4.75  | STORE #000201   |
| UTAL: \$ 8.60  | Subtotal<br>Total Paid<br>Cash No Rep<br>Change Due |   | QUESTIONS - CONCERNS?  Call us at 1 800 TALK ABP  Visit as at our website: http://www.aubonPAIN.Com |
|  | 222   | ENJOY BERMUDA   | Ticket #138389<br>2019-08-17 10:50 AM<br>00020 3 23 138369  |
| Welcome to Dunkin'<br>Store #345890<br>145 Dartmouth St.<br>6/17/2010 6:17:          | )<br>Boston   | CAB # T1168 DATE: 05/18/2010 START TIME 11:22 END TIME 11:46 TRIP # 7591 RATE No. 1                                   | 16.9 oz Spring Water 1.89<br>- CHIX MOZZ 6.49   |
| Order Number:  | 733201  | MILES 9.21<br>FARE \$ 25.30   | Tax .58 Amount Due \$8.96   |
| Register:1 Tran S<br>Cashier:Mouhssine C.<br>1 Plain Bagel<br>1 Juice 20oz Juice     |   | FOR COMPLAINTS call 292-1271 ext.115  | \$20 CASH \$20.00<br>Change \$11.04   |
| Sub. Total:<br>Tax:<br>Total:<br>Discount Total:                                     | \$0.0⊎  | 222  ENJOY BERMUDA  CAB # T1244 DATE: 05/20/2010 START TIME 09:00 END TIME 10:01                                      | : ·   |
| State/Local Meal Tax Sales Tax Change Cash \$10 ************************************ | \$0.02<br>\$0.19<br>\$6.81<br>\$10.00               | TRIP # 235 RATE No. 1 MILES 10.78 FARE \$ 51.40 EXTRAS \$ 1.00 TOTAL \$ 52.40 FOR COMPLAINTS TO Call 292-1271 ext.115 |   |

| DU. 145 DARTHUUTI 1911<br>Mata. Backba 1515                       | ION MOI                                  |
|---|--|
| 06/18/10<br>#0016 Ellip   | 000010<br>S <b>C</b> ( <b>OO</b>         |
| 1 BAGEL<br>D-LG COOL JU HE<br>JUICE BTL HP<br>MOSE ST<br>ST/LCLTX | \$1, 29<br>\$1, 65<br>\$2, 94<br>\$0, 2) |
| TTENS<br>***TOTAL<br>CASH<br>CHANGE                               | \$3. 15<br>\$5.25<br>\$2.10              |
| BOSTON, MA C. 1 3<br>STORE TOYIET                                 |  |



138 ST. JAMES AVENUE BOSTON, MASSACHUSETTS USA 02116 T 617 267 5300 F 617 375 9648

Room 512

Folio#

Cashier# 203

Page #

1 of 1

Terrence Gallagher 7 Elridge Avenue Middleton, NJ 07748

Arrival

06-16-10

Departure

06-18-10

Fairmont President's Club

3247798838

| Date                                   | Description        | Additional Information  | Charges | Credits |
|--|--------------------|-------------------------|---------|---------|
| 06-16-10                               | Oak Bar            | Line# 512 : CHECK# 5976 | 63.50   |         |
| 06-16-10                               | Room Charge        |                         | 199.00  |         |
| 06-16-10                               | Room StateTax      |                         | 11.34   |         |
| 06-16-10                               | Room City Tax      |                         | 11.94   |         |
| 06-16-10                               | Room Occupancy Tax |                         | 5.47    |         |
| 06-17-10                               | Room Charge        |                         | 199.00  |         |
| 06-17-10                               | Room StateTax      |                         | 11.34   |         |
| 06-17-10                               | Room City Tax      |                         | 11.94   |         |
| 06-17-10                               | Room Occupancy Tax |                         | 5.47    |         |
| ······································ |                    | Totai                   | 519.00  | 0.00    |
|  | •                  | Balance Due             | 519.00  |         |

Guest signature X\_ For information or reservations, visit us at www.fairmont.com or call Fairmont Hotels & Resorts from: United States or Canada 1 800-441-1414

Lagroe that my liability for this bill is not valved and Lagroe to be hold poisonally liable in the event that the indicated person, company, travel agent or association fails to pay for the full amount of the charges. Overdue balance subject to a surcharge at the rate of 1.5% per month, (19.56% per annum). All accounts deemed delinquent may be subject to legal fees and will other costs associated with the bill. Account is payable on presentation or departure.



|              |                          | 222 Reference                | e Subtotal IISD                | \$13.86        |
|--------------|--------------------------|------------------------------|--------------------------------|----------------|
| FedEx Use    | 016819805/0000211/_      | Total Charge                 | USD                            | <b>\$1</b> 3.8 |
| Signed by    | S.SHELL                  | Discount                     |                                | -4.9           |
| Svc Area     | A1                       | Fuel Surcharge               |                                | 1.2            |
| Delivered    | Jun 18, 2010 10:34       | Transportation Charge        |                                | 17.5           |
| Rated Weight | N/A                      | •                            |                                |                |
| Packages     | 1                        |                              |                                |                |
| Zone         | 03                       | NEW YORK NY 10022-5916 US    | BOSTON MA 02201 US             |                |
| Package Type | FedEx Envelope           | 39 E 51ST ST                 | 1 CITY HALL SQUARE RM 802      |                |
| Service Type | FedEx Standard Overnight | LOU HAMMOND & ASSOCIATES INC | CITY OF BOSTON ARTS TARISM SPE |                |
| Tracking ID  | 869081375130             | KRISTINA PAIZ                | ATTN JULIE BURNS               |                |
| Automation   | USAB                     | Sender                       | <u>Recipient</u>               |                |

| The same of the sa | RE   CAN 468   | LA 3023598          |
|--|----------------|---------------------|
| 0 1/8/3  | 84 TIME AM.    | For Office Use Only |
| Sus an ab lives Diy  | DATE 6/10      | PRICE               |
| ROM LOS MC EN  | ACTUAL INT     | 8.C.                |
| · 201//19  | 510PS 39 5-5-4 | CHIQ W.Y.           |
| Cheet No.   Before No.   Employee No.  | 2              | STOPS W.Y.          |
| Personal Oversine O Yengorany O Persona  | . / 2/         | PHONE               |
| DIAL CAR   | · (V)          | Tous                |
| 2104 AVENUE X, BROOKLYN, NY 11235  | 6              | MICC.               |
| WHEN CUT OF TOWN OR AT AMPORT CALL LANGUAL THE   | <u>lo</u>      | GRATUITY            |
| ACCOUNT NO. DEPT. NO. My   | -m4-m2         | TOTAL               |
|  | OVER ()        | <b></b>             |

Re Carlobean Weck

## **EXPENSE REPORT (FORM M)**

## PAGE 1 OF 1

| CLIENT CODE: 222   | NAME: Emily Santos                                    |              | <b>DATE:</b> 7/6/10 |
|--|---|--------------|---------------------|
| • CLIENT-RELATED (Bill   | lable and Non-billable)                               |              |                     |
| DATE   | DESCRIPTION*  | TOTAL AMOUNT | WORK CODE           |
| 7/6  | Roundtrip airfare for Bermuda Industry Night, July 20 | \$332.50     | С                   |
|  |   |              |                     |
|  |   |              |                     |
|  |   |              |                     |
|  |   |              |                     |
| ——————————————————————————————————————   |   |              |                     |
| The state of the s |   |              |                     |
|  |   |              |                     |
|  |   |              |                     |
| NON-CLIENT-RELATE  | D BUSINESS (Description)                              |              |                     |
|  |   |              |                     |
|  |   |              |                     |
|  |   |              |                     |
|  |   |              |                     |
|  |   |              |                     |

| Employee Signature EMULTER & M | Total Expenses                        | \$ <u>332.50</u>         |
|--------------------------------|---------------------------------------|--------------------------|
| Approval:                      | (-) Less Advances<br>(+) Due Employee | \$\$<br>\$ <u>332.50</u> |
| Date: 7/6/10                   | (-) Due LHA                           | \$                       |

Work Codes: A: Entertainment \*(indicate name, title, company, type: lunch, dinner, etc.); B: Business Meals \*(see above); C: Travel; D: Media Contacts; E: Out-of-Pocket; F: Petty Cash Adv.



## **Record Locator: ETZOPV**

| e Flight          |        | Depar        | ting                 | Arriving     |          | Booking           |
|-------------------|--------|--------------|----------------------|--------------|----------|-------------------|
| Carrier           | Number | City         | Date & Time          | City         | Time     | Code              |
| AΆ                | 1530   | NEW YORK JFK | SUN 18JUL<br>5:20 PM | BERMUDA      | 9:00 PM  | Q                 |
| American Airlines | E      | mily Santos  | FF#: 2T303R6         | Economy      | Seat 32F | Food For Purchase |
| A <sup>μ</sup> A  | 1443   | BERMUDA      | WED 21JUL<br>9:15 AM | NEW YORK JFK | 10:30 AM | Q                 |
| American Airlines | E      | mily Santos  | FF#: 2T303R6         | Economy      | Seat 30F | Food For Purchase |

| PASSENGER    | TICKET NUMBER | FARE-USD | TAX   | TICKET TOTAL |
|--------------|---------------|----------|-------|--------------|
| EMILY SANTOS | 0012321805386 | 238.00   | 94.50 | 332.50       |

You have purchased a NON-REFUNDABLE fare. The itinerary must be canceled before the ticketed departure time of the first unused coupon or the ticket has no value. If the fare allows changes, a fee may be assessed for changes and restrictions may apply.

Electronic tickets are NOT TRANSFERABLE. Tickets with nonrestrictive fares are valid for one year from original date of issue. If you have questions regarding our refund policy, please visit www.aa.com/refunds.

To change your reservation, please call 1-800-433-7300 and refer to your record locator.

Check-in lines will vary by departure location. In order to determine the time you need to check-in at the airport, please visit www.aa.com/airportexpectations.

If you are traveling internationally, please ensure that you have the proper documentation. All necessary travel documents for the countries being visited must be presented at airport check-in. Check with the consulate of these countries to determine the documents required. Additional information can be found at International Travel.

New Requirements for Travelers Between the United States and the Western Hemisphere:

Effective January 23, 2007, All nationals of the U.S., Canada and Bermuda will be required to hold a passport to enter or re-enter the United States if coming from the Caribbean (except Puerto Rico and the US Virgin Islands), Bermuda, Central and South America by air and by sea. This is a change from prior travel requirements and will affect all United States citizens entering the United States from countries within the Western Hemisphere. This new requirement will also affect certain foreign nationals who currently are not required to present a passport to travel to the United States. For additional information on this new policy and instructions on how to obtain a passport, please visit Travel Documents.

A summary of Terms and Conditions of Travel is available by selecting the Conditions of Carriage button below.













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AA.com



PLEASE REMIT TO:

LOU HAMMOND AND ASSOCIATES 39 E 51ST ST NEW YORK NY 10022-5926

LOU HAMMOND

PR NEWSWIRE ASSOCIATION, LLC G.P.O. BOX 5897, NEW YORK, NY 10087-5897

For Billing and Payment Inquiries call: 800-801-2147 or 888-776-0941
For Wire Transfer Instructions call 201-360-6109



Please refer to conditions of service listed on reverse side.

INVOICE NUMBER: 101025059

DATE: 06/25/10

ACCOUNT NUMBER: 515638

AMOUNT DUE: \$615.00

TERMS - DUE IN FULL UPON RECEIPT

FOR CORRESPONDENCE ONLY:

ATTN: ACCOUNTS RECEIVABLE PR NEWSWIRE ASSOCIATION, LLC 806 PLAZA THREE HARBORSIDE FINANCIAL CENTER JERSEY CITY, NJ 07311-3801

00062-0

## PR Newswire

| ACCOUNT NAME  | ACCOUNT NO. | LOG NO. | DATE     | INVOICE   |
|---|-------------|---------|----------|-----------|
|   | 515638      | NY26786 | 06/25/10 | 101025059 |
| SERVICE DESCRIPTION   |             |         |          | PRICE     |
| NY METRO NEWSLINE   |             |         |          | \$ 340.00 |
| RELEASE WATCH BASIC @ NO CHARGE   |             |         |          | \$ 0.00   |
| COMPLIMENTARY PRESS RELEASE OPTIMIZATION  |             |         |          | \$ 0.00   |
| INTERNET PHOTO DISTRIBUTION PACKAGE   |             |         |          | \$ 275.00 |
| HEADLINE : New York City Residents 'Feel the Love' as Bermuda and Brides.com Launched the 'Love Truck' on Thursday, June 24 |             |         |          |           |
| BILLING COMMENTS : Sender: Michelle   | Horn        |         |          |           |

(222)

You can remit payment, view invoices, and print copies of press releases online through your PR Newswire Online Member Center account at https://portal.prnewswire.com/

STORY DATE

06/25/2010

BUREAU CODE :

NY

PLEASE PAY THIS AMOUNT

\$ 615.00

Ole to pay - Sof (bearneds - 222)

\* Photographer for Bernuds NightTune 17, 2010



555 Annursnac Hill Rd.

Concord, MA 01742

ccaturano@mac.com 617-429-4498

christinacaturano.com

June 23, 2010

#### Invoice #061710BERMUDA

Client:

Lou Hammond and Bermuda Department of Tourism

Date assignment to begin: June 17, 2010

Assignment Description: Photograph event at Fenway Park in Boston for Bermuda

Department of Tourism

Usage Specifications: The images are licensed to Lou Hammond and Bermuda Department of Tourism for distribution to local Bermuda media and to promote the current campaign for tourism to Bermuda.

Total Amount Due: \$486.00 2 hours at \$175/hr. Post Production and Delivery \$75 Parking at Fenway Park \$40 FedEx \$21

## Conditions of Transaction:

1. The copyright to all images created or supplied pursuant to this agreement remain the sole and exclusive property of the photographer. There is no assignment of copyright, agreement to do work-for-hire, or intention of joint copyright expressed or implied hereunder. The client is licensed the above usage specifications in accord with the conditions stated herein. Proper copyright

notice, which reads © 2010 Christina Caturano, must be displayed with placement beside each photo distributed and printed in any publication or on any other website in the format of Photograph(y) by Christina Caturano © 2010. Omission of required notice results in loss to the photographer and Lou Hammond will be billed triple the invoiced fee.

- 2. All expense estimates are subject to normal trade variance of 10 percent.
- 3. Usage specifications above convert to copyright license only upon receipt of full payment.
- 4. Usage beyond that defined above requires additional written license from the licensor.
- 5. Invoices are payable on receipt. Unpaid invoices are subject to a rebilling fee of \$150.00
- 6. If you order the performance of any services required to complete the above described assignment, that act constitutes your acceptance by conduct of the terms of this estimate in their entirety, whether signed by you or not.

| Submitted By | Provider SS# |
|--------------|--------------|
|              |              |
| Accepted by  | Date         |

## PLUM TREE PRODUCTIONS LLC

123 Greenoak Blvd: Middle town, NJ 07748 732 861-5612

## MatthewGriffin1@mac.com

## Invoice

Terry Gallagher LOU HAMMOND & ASSOCIATES 39 E. 51st Street New York, NY. 10022 Date 6-19-10

PROJECT TITLE: Bermuda Footage Dubs

Date 6-19-10

PROJECT DESCRIPTION: INVOICE NUMBER: 1006

| Description  | Hours | Rate      | Gost     |
|--|-------|-----------|----------|
| Dubbing 10 Digi Beta Reels   | 4     | \$35.00   | \$140.00 |
| 10 Digi Beta Reels @16.00 per reel   |       |           | \$160.00 |
| In-just 7 HDV Reels and 1 Digi Beta reel   | 5     | \$35.00   | \$175.00 |
|  |       |           |          |
|  |       |           |          |
|  |       |           |          |
|  |       |           |          |
|  |       |           |          |
|  |       | Subtotal  | \$475.00 |
| And the second s |       | Tax 7.00% | \$33.25  |
|  |       | Total     | \$508.25 |

Sincerely yours,

**Matthew Griffin** 

01-16 Bill 222

6/18/10

## **Copley Place**

INVOICE

2 Copley Place Suite 100 Boston, MA 02166 Phone (617) 262-6600 Fax (617) 369-5002

INVOICE #76110610 DATE: 06/24/2010

TO:

Bermuda Department of Tourism

Attn: Karin Darrel 675 Third Avenue, 20th Floor New York, NY 10017 FOR:

Lease 7611-0610-SBV-224

| DESCRIPTION  | AMOUNT   |
|--|----------|
| To utilize center court atrium space with an eight person performance (Gombey dance troupe) to promote Bermuda travel. Brand Ambassadors will be on-site and allowed to distribute promotion materials in center court, Dartmouth street interior entrance and on the Huntington Bridge from Noon - 1:30pm |          |
| Payment due 06/30/2010   | \$500,00 |
|  |          |
|  |          |
|  |          |
|  |          |
| * ~ ~  |          |
| <i>y</i>   |          |
|  |          |
|  |          |
|  |          |
|  |          |
|  |          |
|  |          |
|  |          |
| TOTAL  | \$500.00 |

Make all checks payable to: Copley Place

If you have any questions concerning this invoice, con-

If you have any questions concerning this invoice, contact Susan Wilson at (617) 262-6600

Thank you for your business!

## LHA Accounting

From: Kristina Paiz

Sent: Thursday, June 17, 2010 9:52 AM

To: LHA Accounting Subject: FW: Check request

Here are the two addresses for the checks. Please let me know if you need anything else! @

## City of Boston:

Attn: Julie Burns

Arts, Tourism & Special Events 1 City Hall Square, Room 802 Boston, MA 02201-2029

# 2,500.00

## **Copley Place Management Office**

Attn: Debora Konig 2 Copley Place, Suite 100

Boston, MA 02116

# 1,000.00

Charge 222

From: Stephen Hammond

Sent: Thursday, June 17, 2010 9:40 AM

To: Kristina Paiz Cc: Cristiana Necea

Subject: Re: Check request

Yes, have Lou sign

From: Kristina Paiz To: Stephen Hammond

Cc: Terry Gallagher; Emily Santos; Susannah Gregory; Michelle Horn

Sent: Thu Jun 17 09:39:34 2010

Subject: Check request

Stephen -

Bermuda is throwing the Red Sox event in Boston and is having the Gombey dancers perform in Government Center and Copley Place Mall today.

Government Center Permit Cost: \$2500

Copley Mall Cost: \$1000

We understand that we need approval for Patty to cut the checks for both expenses. We have made an agreement that Government Center and Copley Place Mall would receive their checks tomorrow via FedEx. Please let me know if you need more information or if you have any questions!

Thanks,

Kristina Paiz Receptionist



| Picked up: Jun<br>Pavor: Shipper  |   | Cust. Ref.: 222<br>Ref.#3:  | Ref.#2:   |                                   |
|---|---|---|---|-----------------------------------|
| <ul> <li>Fuel Surcharge</li> <li>Distance Besed</li> <li>FedEx has audit</li> </ul> | - FedEx has applied a fuel surcharge of<br>Pricing, Zone 3<br>ed this shipment for correct packages |   |   |                                   |
| Automation<br>Tracking ID<br>Service Type<br>Package Type<br>Zone<br>Packages       | USAB<br>871286970463<br>FedEx Priority Overnight<br>FedEx Pak<br>03                                 | Sender SUSANMAH GREGORY LOU HAMMOND & ASSOCIATES INC 39 E 51ST ST NEW YORK NY 10022-5916 US | Recipient<br>Chris Lacamera<br>NFSN<br>480 Arsennal ST<br>Watertown Ma 02472 US |                                   |
| Rated Weight<br>Delivered<br>Svc Area<br>Signed by<br>FedEx Use                     | 1.0 lbs, 0.5 kgs<br>Jun 09, 2010 10:21<br>A1<br>K.HAŁL<br>015816774/0001508/_                       | Transportation Charge<br>Discount<br>Fuel Surcharge<br>Total Charge                         | USD   | 27.15<br>-6.52<br>2.06<br>\$22.69 |
|   |   | 222 Reference   |   | \$22.69                           |

# WORD PROCESSING – NON-RELEASE June 2010 BERMUDA DEPARTMENT OF TOURISM – 222

| DESCRIPTION OF WORK                        | TIME TO HANDLE | DOLLAR AMOUNT |
|--|----------------|---------------|
| Create name tags for Boston media luncheon | 15 minutes     | \$ 12.00      |
|  |                | \$ 12.00      |

## CREDIT CARD FORM (FORM K)

Use of company credit card: Immediately after charging on your group's credit card you must complete the following and give to the Controller:

| ⊠ AME   | RICAN EXPRESS                     |          | VISA            |  |  |
|---|-----------------------------------|----------|-----------------|--|--|
| TO:   | CONTROLLER                        |          |                 |  |  |
| DATE:   | 6/9/10                            |          |                 |  |  |
| VENDOR:   | <u>Amtrak</u>                     |          |                 |  |  |
| CLIENT & C  | ODE <u>Bermuda - 222</u>          |          |                 |  |  |
| APPROX. AN  | MOUNT: <u>\$160.00</u>            |          |                 |  |  |
| DESCRIPTION: Train tickets - Boston Bermuda Night and Event |                                   |          |                 |  |  |
|   |                                   |          |                 |  |  |
| NAME:   | Terry Gallagher                   |          |                 |  |  |
| Charges over S  | \$2,000 must have the Chairman or | r Presid | ent's approval. |  |  |
| Approved by (   | Chairman / President:             |          |                 |  |  |
| Date:   |                                   |          |                 |  |  |

Newark, NJ (NWK) to Boston - Back Bay, MA (BBY) 16-JUN-10; 6:22 am - 16-JUN-10; 11:03 am Service: 190 Northeast Regional Duration: 4 hr, 41 min <Departs> Newark, NJ (NWK) 16-JUN-10; 6:22 am <Arrives> Boston - Back Bay, MA (BBY) 16-JUN-10; 11:03 am <Seat(s)/Room(s)> 1 Reserved Coach Seat Amenities: Snack car Boston - Back Bay, MA (BBY) to New York - Penn Station, NY (NYP) 18-JUN-10; 6:15 am - 18-JUN-10; 9:40 am Service: 2153 Acela Express Duration: 3 hr, 25 min <Departs> Boston - Back Bay, MA (BBY) 18-JUN-10; 6:15 am <Arrives> New York - Penn Station, NY (NYP) 18-JUN-10; 9:40 am <Seat(s)/Room(s)> 1 Business Class Seat Amenities: Snack car FARE INFORMATION -------Rail Fare \$160.00 Accommodations \$0.00 Price Ticket Delivery \$0.00 Fee

Total

\$160.00

#### **Terry Gallagher**

From: tickets@amtrak.com

**Sent:** Wednesday, June 09, 2010 11:35 PM

To: Terry Gallagher

Subject: Amtrak: Reservation Confirmation - THIS IS NOT A TICKET

Thank you for choosing Amtrak. Save or print this page for your records.

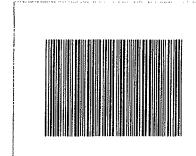
Reservation Number: 104DF3

#### THIS IS NOT A TICKET.

This confirmation notice is not a ticket. You must obtain a ticket before boarding.

#### TICKETING INFORMATION

THIS IS NOT A TICKET. You must obtain your ticket(s) before boarding. You can pick up your tickets any Amtrak Quik-Trak self-service ticketing kiosk, or at any Amtrak ticket window. Please check station operating hours before you go, as Amtrak ticket window hours and/or Quik-Trak kiosk hours vary from station to station.



#### SCAN AT QUIK-TRAK

To pick up tickets at a Quik-Trak ticketing kiosk, print this confirmation page. At the station, scan the barcode under the Quik-Trak scanner and then touch the 'Print Tickets' button. No credit card is needed.



#### **IMPORTANT POLICIES**

For important identification requirements, please visit http://www.amtrak.com/IDrequirements.html.

For important baggage policy information, please visit http://www.amtrak.com/BaggagePolicy.html.

All Amtrak trains except the Auto Train are non-smoking.

#### PASSENGER INFORMATION

Passenger 1: Terence Gallagher (Adult)

**ITINERARY** 

#### **BILLING INFORMATION**

Billed to: Terence Gallagher 39 E. 51st New York, NY 10022 United States

Total Amtrak Charge \$160.00

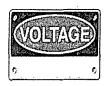
Credit Card: American Express \*\*\*\*\*\*\*2008

#### ADDITIONAL INFORMATION

- \* We recommend that you arrive at the station at least 30 minutes prior to your scheduled departure. Allow additional time if you need help with baggage or tickets.
- \* If you are traveling on the Auto Train you must check in at least two hours before scheduled departure.
- \* To modify or cancel your reservation online you will be asked to supply the reservation number and email address or phone number you used to book the trip. Not all reservations are eligible for online modification. If you are unable to modify or cancel your reservation online, call 1-800-USA-RAIL (1-800-872-7245). Cancellation and/or refund fees may apply.
- \* Need a hotel or car? Amtrak offers great deals for your destination. For the best hotel, car and activity deals, visit <a href="http://trip.amtrak.com">http://trip.amtrak.com</a> to book now.
- \* THIS IS NOT A TICKET

#### HAVE A GREAT TRIP!

Questions? Contact us online at http://www.amtrak.com/contactus.html or call 1-800-USA-RAIL (1-800-872-7245).



Voltage Video, Inc. 1501 BROADWAY SUITE 900 NEW YORK, NY 10036

# Invoice

| Date      | Invoice # |
|-----------|-----------|
| 3/25/2010 | 52766     |

Rep JAB

Bill To

LOU HAMMOND & ASSOC 39 EAST 51 ST. NEW YORK, N.Y. 10022

ATTN: Ashley Taylor

| P.O. No.   | Cost Center | Minor Code  | Sub-Ledger                               | Subs           | Requested By  | Requested By Authorized By                                 |   |  |
|--|-------------|---|--|----------------|---------------|--|---|--|
| LETTER   |             |   |  | VARIOUS        | ASHLEY TAYLOR |  | JIM BIANCARDI                                   |  |
| Item   | Qty         |   | Description                              |                | Rate          | Ráte   |   |  |
| Item TITLE DVDMASTER20 DVD-R Copies TITLE DVDMASTER20 DVD-R Copies |             | "COLOURS" 20:00 DVD MA DVD-R COPY "ORCHESTRA 20:00 DVD MA DVD-R COPY NY STATE SAL | STER COPY<br>ENGLISH (ATTIC<br>STER COPY | ) <sup>†</sup> |               | 0.00<br>45.00<br>18.00<br>0.00<br>45.00<br>18.00<br>8.375% | Amount  0.00 45.00 18.00 0.00 45.00 18.00 10.55 |  |
|  |             |   |  |                |               |  | W.  |  |
|  |             |   |  |                | Total         |  | <u> </u>  |  |

#### ITEMIZED CALL DETAIL

DATE OF INVOICE INVOICE PERIOD 07.15.10 06.15.10 - 07.14:10 INVOICE NUMBER ACCOUNT NUMBER PAGE 52434974 4358104 97

| LONG DISTAN         | CEOUT    | GOING CALL I | DETAIL (CONT'  | D) - 4358 | 58104 LOU HAMMOND & ASSOCIATES                      |  |
|---------------------|----------|--------------|----------------|-----------|---|--|
| 222                 |          |              |                |           |   |  |
| (212) 542-9930      |          |              |                |           |   |  |
| REFERENCE DATE      | TIME     | # CALLED     | LOCATION       | MINUTES   | ES AMOUNT   |  |
| 17332589264 06/15   | 11:33 AM | 404 920-6699 | ATLANTA ,GA    | 25.0      | 0.0000  |  |
| 416515526 06/15     | 01:33 PM | 441 292-0023 | DEVONSHIRE, BM | 3.2       | 0.5500  |  |
| 17327928860 06/15   | 04:31 PM | 978 531-1432 | PEABODY MA     | 1.9       | 0.0000  |  |
| 416515526 08/15     | 05:16 PM | 441 334-7070 | HAMILTON ,BM   | 6.6       | 1.1300  |  |
| 17379570513 .06/21  | 01:35 PM | 978 531-1432 | AM, YDOBABY    | 1.3       | 0.0000  |  |
| 17386016796 06/22   | 12:07 PM | 978 531-1432 | PEABODY ,MA    | 0.7       | 0.0000  |  |
| 17391962758 06/22   | 02:00 PM | 404 920 6699 | ATLANTA GA     | 33:1      | 0.0000  |  |
| 418375880 06/22     | 04:20 PM | 246 427-5242 | BRIDGETOWN,BD  | 8.0       | .0.2600   |  |
| 17402355599 06/23   | 11:12 AM | 513 305-1115 | CINCINNATI,OH  | 1.0       | 0.0000  |  |
| 419179649` 06/25    | 02:35 PM | 441 292-0023 | DEVONSHIRE BM  | 0.8       | Ò.1400  |  |
| 17439842471 06/28   | 03:54 PM | 312 322-9200 | CHICAGO ,IL    | 1.0       | 0.000   |  |
| 419782560 06/29     | 02:10 PM | 441 292-0023 | DEVONSHIRE,BM  | 15.9      | 2:7100  |  |
| 17450582817 06/29   | 04:01 PM | 404 920-6699 | ATLANTA ,GA    | 19.6      | 0.0000  |  |
| 422081509 07/08     | 03:27 PM | 441 292-0023 | DEVONSHIRE,BM  | 6.1       | 1.0400  |  |
| 17562366899 07/13   | 09:59 AM | 845 901-6634 | KINGSTON ,NY   | 0.7       | 0,0000  |  |
| 423108198 07/13     | 10:04 AM | 442079538776 | UNITED LON,    | 12.1      | 0.3700  |  |
| 17569696305 07/14   |          |              | ATLANTA GA     | 23.1      | 0.0000  |  |
| Total for: (212) 54 | 2-9930   |              | 17 Cális       | 152.9     | et en menske en |  |
| Total for: 222      |          |              | 17 Calls       | 152.9     |   |  |

Total: \$ 24.60





DATE OF INVOICE INVOICE PERIOD 06.18.10 05.15.10 - 06.14.10 INVOICE NUMBER ACCOUNT NUMBER PAGE 52356956 4358104 89

## LONG DISTANCE OUTGOING CALL DETAIL (CONT'D) - 4358104 LOU HAMMOND & ASSOCIATES

| 222           |       |          |               |               |         |        |
|---------------|-------|----------|---------------|---------------|---------|--------|
| (212) 542-    | 9930  |          |               |               |         |        |
| REFERENCE     | DATE  | TIME     | # CALLED      | LOCATION      | MINUTES | AMOUNT |
| 17086669034   | 05/17 | 01:18 PM | 562 556-5235  | WHITTIER ,CA  | 1.0     | 0.0000 |
| 17085955205   | 05/17 | 03:20 PM | 515 490-7138  | DES MOINES,IA | 0.4     | 0.0000 |
| 17086220332   | 05/17 | 03:37 PM | 562 944-4760  | WHITTIER ,CA  | 7.0     | 0.0000 |
| 17095643273   | 05/18 | 03:21 PM | 513 305-1115  | CINCINNATI,OH | 1.6     | 0.0000 |
| 17264656879   | 06/02 | 01:30 PM | 719 387-5500  | COLORDOSPG,CO | 36.5    | 0.0000 |
| 414658864     | 06/03 | 10:39 AM | 441 236-6060  | DEVONSHIRE,BM | 2.3     | 0.4000 |
| 414750440     | 06/09 | 02:33 PM | 441 236-6060  | DEVONSHIRE,BM | 3.0     | 0.5100 |
| 17288506019   | 06/10 | 09:59 AM | 404 920-6699  | ATLANTA ,GA   | 25.5    | 0.0000 |
| 17294417533   | 06/10 | 11:05 AM | 707 823-8231  | SEBASTOPOL,CA | 0.3     | 0.0000 |
| 17291809943   | 06/10 | 02:57 PM | 585 381-4000  | EROCHESTER,NY | 0.9     | 0.0000 |
| 415941549     | 06/14 | 10:24 AM | 441 292-0023  | DEVONSHIRE,BM | 1.5     | 0.2600 |
| 17319849577   | 06/14 | 12:20 PM | 512 835-0042  | AUSTIN ,TX    | 1.5     | 0.0000 |
| 17319450351   | 06/14 | 12:26 PM | 512 835-0042  | AUSTIN ,TX    | 0.8     | 0.0000 |
| 17317730058   | 06/14 | 12:31 PM | 210 227-4141  | SANANTONIO,TX | 1.1     | 0.0000 |
| 17317301796   | 06/14 | 12:36 PM | 817 451-1111  | GLENDALE ,TX  | 0.7     | 0.0000 |
| 415941549     | 06/14 | 12:57 PM | 441 334-7070  | HAMILTON ,BM  | 0.7     | 0.1200 |
| 17320273327   | 06/14 | 01:03 PM | 713 781-3939  | HOUSTON ,TX   | 1.1     | 0.0000 |
| 17317690153   | 06/14 | 01:05 PM | 713 781-3939  | HOUSTON ,TX   | 0.7     | 0.0000 |
| 17317428201   | 06/14 | 01:06 PM | 713 435-2954  | HOUSTON ,TX   | 1.2     | 0.0000 |
| 17318549553   | 06/14 | 01:16 PM | 210 366-5000  | SANANTONIO,TX | 0.9     | 0.0000 |
| 17318295169   | 06/14 | 01:20 PM | 254 773-6868  | TEMPLE ,TX    | 0.6     | 0.0000 |
| 17318066869   | 06/14 | 01:26 PM | 210 534-8848  | SANANTONIO,TX | 1.9     | 0.0000 |
| 17318066868   | 06/14 | 01:29 PM | 210 67 1-1786 | SANANTONIO,TX | 0.4     | 0.0000 |
| 17320413274   | 06/14 | 01:32 PM | 940 322-6957  | WICHITAFLS,TX | 0.8     | 0.0000 |
| 17322595041   | 06/14 | 01:39 PM | 512 684-7300  | AUSTIN ,TX    | 0.7     | 0.0000 |
| Total for: (  |       | 2-9930   |               | 25 Calls      | 93.1    |        |
| Total for: 22 | 2     |          |               | 25 Calls      | 93.1    |        |

| TO:             | MARY                                  |  |  |  |
|-----------------|---------------------------------------|--|--|--|
| FROM:           | GUSTAVO                               |  |  |  |
| DATE: 61        | 4/10                                  |  |  |  |
| Client: BE      | much Pept of Tou                      | r.sm                                   | to be billed for i   | alatad   |
| Subject: N      | ane Badge Holde                       | ÚZ.                                    |  | ciaicu mailings.   |
|                 |                                       | PAPE                                   | R  |  |
| RELEASES        | PAGES                                 | LHA                                    | CLIENT   |  |
|                 | •                                     |  | COLLAT   |  |
|                 |                                       | ************************************** |  |  |
|                 |                                       | •                                      |  |  |
|                 |                                       | <del> </del>                           |  |  |
| ENVELOPES       |                                       |  | 74   |  |
| LHA             |                                       |  | *;   |  |
| 9 X 12          | •                                     |  |  |  |
| 10 X 13         |                                       | LABELS                                 |  |  |
| Client          |                                       | PHOTO BAC                              | KINGS  |  |
| Others          |                                       |  |  |  |
| MISC. ITEMS     |                                       |  | •  |  |
|                 | otion: Name Badges                    | a Ilea                                 |  | ·  |
|                 | 17 names Bad                          |  | W 17.00  |  |
| •               | - Carlos Me                           | 9                                      | <u> </u>   |  |
|                 |                                       | RELEASES: :                            | <b>*</b>   |  |
|                 |                                       |  | •  |  |
|                 |                                       | LABELO C                               | : \$   |  |
|                 |                                       | DHOTODACE                              | CINIOC A   | ***************************************  |
|                 |                                       |  | UNGS: \$   |  |
|                 |                                       |  | IDERS: \$  | · ·  |
|                 |                                       |  | /ES: \$  |  |
|                 | •                                     | RHADEK2: 7                             |  |  |
|                 |                                       |  | 1700   | And the second distribution of the second distri |
| The above price | no include.                           | TOTAL: \$_                             | 11.00  |  |
|                 | Word processing of releases           | Others                                 |  | i i i i i i i i i i i i i i i i i i i  |
| • •             | Word processing of envelopes and t    | abels                                  | the same same and the same same same same same same same sam | AND ASSESSMENT OF THE PARTY OF  |
| • {             | Photocopying                          |  |  |  |
| • (             | Collating, stapling, folding and insc | rting                                  |  |  |
|                 | Sealing, metering and mailing (excl   | uding postage)                         |  |  |
|                 | HA paper when used                    | •                                      |  | *  |



Elizabeth
Gehrman
BOSTON GLOBE



Linda Laban



**MAGAZINE** 

David Lyon



Lisa Matte GLOBAL TRAVELER



Carolyn
Faye Fox
IMPROPER BOSTONIAN



Louisa
Kasdon
STUFF MAGAZINE



Mark
Cestari
TRAVEL NEW ENGLAND



Simone
Press
BOSTON HERALD



# Kate Sitarz SMARTERTRAVEL.COM



# Frank Quaratiello BOSTON HERALD



Athena
Yang
FORAYS OF A FINANCE
FOODIE



Paul Kandarian



Ann
Shutte
BERMUDA DEPT. OF
TOURISM



Susannah
Gregory
LOU HAMMOND &
ASSOCIATES



Terry
Gallagher
LOU HAMMOND &
ASSOCIATES



William
Griffith
BERMUDA DEPT. OF
TOURISM





# Billy Griffith BERMUDA DEPT. OF TOURISM

BERMUDA

feel the leve?

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# LABOR FORM

|      | 1 | 1  |    |
|------|---|----|----|
| DATE | 6 | 19 | 10 |

CLIENT Bernuta # 222

| SUBJECT: 100 Press KAS on CD (CD supplied by Bernada                                 |
|--|
| TOTAL HOURS: 2hr = \$68.00 ) 707AL:\$85.00   |
| DESCRIPTION (Please check [ \square   tasks involved)                                |
| 1. Collating and stuffing releases, brochures, photos into press kit covers          |
| 2. Collating and stuffing releases, brochures, photos and invitations into envelopes |
| 3. Stick labels onto envelopes   |
| 4. Stick labels onto photos  |
| 5. Stick photos onto caption sheets  |
| 6. Copy press clips (Organize in chronological order [optional])                     |
| 7. Binding   |
| 8. Putting signatures on letters/ Matching names of envelopes with letters           |
| 9. Write out on P-touch tape and stick onto index tabs                               |
| 10. Set up the sixth floor (includes deck)   |
| 11. Wrap gifts (includes wrapping and tie ribbons)                                   |
| 12. Set up gift bags (includes putting tissue and everything inside)                 |
| 13. Outside job (Helping out in press events, etc)                                   |
| 14. Other:   |
| Put information (Press Kite) on CD Goot  |
| lepped set up for Carib week. Then helped  |
| oring book   |

From: Susannah Gregory

Sent: Wednesday, June 09, 2010 1:06 PM

To: Gabriel Perez

Subject: Bermuda press kits

#### Hi guys:

For Bermuda's 100 CD press kits, can you please save the PDF's and imagery on the disc – I'd like it to be two separate folders as outlined in the link below. We will need these to go on the truck tomorrow to Caribbean Week at 12:30. Let me know when they've been completed and THANK YOU!!!

#### J:\TerryG\Images\Bermuda\Press Kit

Susannah Gregory, Senior Account Executive Lou Hammond & Associates 39 E 51 Street, New York, NY 10022 t: 212-891-0246 f: 212-891-0200 www.louhammond.com www.twitter.com/louhammondpr

# LABOR FORM

| DATE   | .5 | 110      |
|--------|----|----------|
| Dill V |    | <u> </u> |

CLIENT Bromudo # 222

| SUBJECT: 16 CD'S to be and burned  |
|--|
| 3  |
| TOTAL HOURS: 12 M = \$ 17.00   |
| DESCRIPTION (Please check [ Vtasks involved)   |
|  |
| 1. Collating and stuffing releases   |
| 2. Collating and stuffing releases, brochures, photos and invitations into envelopes |
| 3. Stick labels onto envelopes   |
| 4. Stick labels onto photos  |
| 5. Stick photos onto caption sheets  |
| 6. Copy press clips (Organize in chronological order [optional])                     |
| 7. Binding   |
| 8. Putting signatures on letters/ Matching names of envelopes with letters           |
| 9. Write out on P-touch tape and stick onto index tabs                               |
| 10. Set up the sixth floor (includes deck)   |
| 11. Wrap gifts (includes wrapping and tie ribbons)                                   |
| 12. Set up gift bags (includes putting tissue and everything inside)                 |
| 13. Outside job (Helping out in press events, etc)                                   |
| 14. Other:   |
| CD's provided by Burnida   |
|  |
|  |

From:

Susannah Gregory

Sent:

Tuesday, June 15, 2010 2:23 PM

To:

Gabriel Perez

Subject:

Bermuda press kits

Importance: High

#### Hi guys:

Katie is bringing down discs now – can I have the following information burned onto 16 discs?! Will need by around 4:00 or so this afternoon. When finished, do you mind bringing up to me?!?!?! MANY THANKS!!!!

#### J:\TerryG\Images\Bermuda\Press Kit

Susannah Gregory, Senior Account Executive Lou Hammond & Associates 39 E 51 Street, New York, NY 10022 t: 212-891-0246 f: 212-891-0200 www.louhammond.com www.twitter.com/louhammondpr

# LABOR FORM

| DATE 6/14/10   | CLIBNT <u>Bernuda Du</u>              | pt of<br>Tourism |
|--|---------------------------------------|------------------|
| SUBJECT: Cut name Badge                                      | s and assembled into                  | hddis            |
| TOTAL HOURS: 12 MC   | #17.00                                |                  |
| DESCRIPTION (Please check // tasks involv                    | ved)                                  |                  |
| 1. Collating and stuffing releases into press kit covers     | ,brochures,photos                     |                  |
| 2. Collating and stuffing releases and invitations into enve |                                       | <b>v</b>         |
| 3. Stick labels onto envelopes                               |                                       |                  |
| 4. Stick labels onto photos                                  |                                       |                  |
| 5. Stick photos onto caption sheets                          |                                       |                  |
| 6. Copy press clips (Organize in chro                        | onological order [optional])          |                  |
| 7. Binding   |                                       | ^                |
| 8. Putting signatures on letters/ Mate                       | thing names of envelopes with letters |                  |
| 9. Write out on P-touch tape and stic                        | ck onto index tabs                    | •                |
| 10. Set up the sixth floor (includes dec                     | sk)                                   |                  |
| 11. Wrap gifts (includes wrapping and                        | tie ribbons)                          |                  |
| 12. Set up gift bags (includes putting ti                    | issue and everything inside)          |                  |
| 13. Outside job (Helping out in press e                      | vents, etc)                           |                  |
| 14. Other:   |                                       |                  |
| Cut name badges o  | end assembled into                    |                  |
| holders.   |                                       |                  |

CEIENT: Bernia #222

| HONTH: | June |
|--------|------|
|--------|------|

PAPER

#### PHOTOCOPYING, HON HAILABLE ITEKS

| DESCRIPTION  | releases     | <u>Pages</u>                            | LKA                      | CLIENT                                  |
|--|--------------|---|--------------------------|---|
| May 2010 Burnelles   | 1            | 94                                      | $\checkmark$             | 15.01                                   |
| 7  |              |   | ***********              | ****                                    |
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|  |              |   |                          | *************************************** |
|  | <del>.</del> | <del></del>                             |                          |   |
|  | •            | *************************************** | - <del>1,21-2,21-7</del> |   |
|  |              |   |                          |   |
|  |              |   |                          | -                                       |

From:

Kristina Paiz

Sent:

Tuesday, June 22, 2010 4:14 PM

To:

Gabriel Perez

Subject:

FW: Bermuda Report

Attachments: Work Form for Office Services (FORM Q) - Bermuda clips.doc

Hey Guys - can you also print out all the contents in the folder below.

J:\TerryG\Images\Bermuda\Clips\May\Burrelles May 2010.pdf

From: Kristina Paiz

Sent: Tuesday, June 22, 2010 10:14 AM

To: Gabriel Perez Cc: Susannah Gregory

Subject: FW: Bermuda Report

Hello -

Can you please print the colored copies from the May folder below:

J:\TerryG\Images\Bermuda\Clips\May

Do you think we can have them before EOD?

Krissy

# **COLOR COPIES FORM (FORM Z)**

| DATE: | 6 | 114   | 100 |
|-------|---|-------|-----|
|       | 4 | · · / |     |

ACCOUNT REP: Susanon 6

CLIENT CHARGES: Bernson

LHA CHARGE:

DESCRIPTION:

Printing name tags

TOTAL# OF COLOR COPIES:

TOTAL COST: \$ 3,00

TOTAL: 5152,00

From:

Betsy Watson

Sent:

Monday, June 14, 2010 3:54 PM

To:

Gabriel Perez

Cc:

Susannah Gregory

Subject:

Name tags for Bermuda, needed tomorrow

Attachments: Nametag with Bermuda Logo.doc

Please print out the attached three pages of name tags, cut and assemble for Susannah. Thanks.

Betsy Watson, Computer Specialist Lou Hammond & Associates 39 E 51<sup>st</sup> St, New York, NY 10022 t: 212-891-0217 f: 212-891-0200 www.louhammond.com www.twitter.com/louhammondpr

# **COLOR COPIES FORM (FORM Z)**

| DATE: 6 10/10  |
|--|
| ACCOUNT REP: SUSONOON C                                      |
| CLIENT CHARGES: Bernson                                      |
| LHA CHARGE:  |
| DESCRIPTION: New Developments - Property Updates (1st Parge) |
| TOTAL HOP COLON CONTROL                                      |

TOTAL COST: \$ 40.00

From:

Susannah Gregory

Sent:

Thursday, June 10, 2010 9:11 AM

To:

Gabriel Perez

Subject:

copies

Importance: High

#### Hey guys:

Can I get 100 copies of this release printed (please make sure the first page is printed in color since it includes the logo)? I'll need this to go over to Caribbean Week with Bermuda pile - thanks!!

H:\CLIENTS\Bermuda\Releases\Releases Approved\New Developments - Property Updates\_Final.doc

Susannah Gregory, Senior Account Executive Lou Hammond & Associates 39 E 51 Street, New York, NY 10022 t: 212-891-0246 f: 212-891-0200 www.louhammond.com www.twitter.com/louhammondpr

# **COLOR COPIES FORM (FORM Z)**

| DATE:    | c-\ | $\sim$ | 1. |
|----------|-----|--------|----|
| AZZA AJ. | \\  |        |    |

ACCOUNT REP: Kristing P

CLIENT CHARGES:

BECOMO # 27-7

LHA CHARGE:

DESCRIPTION: May Clips (Attached)

TOTAL # OF COLOR COPIES:

TOTAL COST: \$ Q, CO

From:

Kristina Paiz

Sent:

Tuesday, June 22, 2010 10:14 AM

To:

Gabriel Perez

Cc:

Susannah Gregory

Subject:

FW: Bermuda Report

Attachments: Work Form for Office Services (FORM Q) - Bermuda clips.doc

Hello -

Can you please print the colored copies from the May folder below:

J:\TerryG\Images\Bermuda\Clips\May

Do you think we can have them before EOD?

Krissy

| RUSH PICK-UP *10% EXTRA COST   | 11:00 AM PICK-UP                                    | 3:00 PM PICK-UP          |
|--|---|--------------------------|
| RUSH DELIVERY *10% EXTRA COST  | 11:00 AM DELIVERY                                   | 3:00 PM DELIVERY         |
|  | LOU HAMMOND & ASSO                                  | OCIATES                  |
|  | DELIVERIES/PICKUPS (F                               | FORM R) TOTAL: \$165.00  |
|  | DATE: <u>6.4.10</u>                                 |                          |
| CHARGE: LHA  | CLIENT: 222   |                          |
| TO/FROM: Chip Lewis Name   | _   | TEL: <u>212-901-4564</u> |
| COMPANY: FOX News Di   | gital   |                          |
| ADDRESS:  1211 Avenue of the America  New York, NY 10036  (please include) | $\frac{18}{5}$ [47] Floor<br>de floor and/or suite) |                          |
| FROM (ACCT. PERSON):   | Susannah Gregory                                    |                          |
| SPECIAL INSTRUCTIONS   | ;   |                          |
| BILLING DESCRIPTION  | :   |                          |
| RECEIVED:  |   |                          |
| SIGNATURE:   | 7TIN  | ME:                      |
| PRINT LAST NAME:   |   |                          |
| DELIVERED/PICKED UP E  | 3Y:   |                          |
| NO. TOKENS USED OR CA  | AB FARE:  |                          |

| RUSH PICK-UP *10% EXTRA COST                                 | 11:00 AM PICK-UP                                     | 3:00 PM PICK-UP   |
|--|--|-------------------|
| RUSH DELIVERY *10% EXTRA COST                                | 11:00 AM DELIVERY                                    | 3:00 PM DELIVERY  |
|  | LOU HAMMOND & ASSO                                   | CIATES            |
|  | DELIVERIES/PICKUPS (F                                | ORM R)            |
|  | DATE: <u>6.7.10</u>                                  |                   |
| CHARGE: LHA  | CLIENT: _222   |                   |
| TO/FROM: <u>Chip Lewis</u><br>Name                           |  | TEL: 212-901-4564 |
| COMPANY: FOX News Di   | gital  |                   |
| ADDRESS: 1211 Avenue of New York, NY 10036 (please included) | of the Americas, 14th Floor<br>e floor and/or suite) |                   |
| FROM (ACCT. PERSON): _                                       | Susannah Gregory                                     |                   |
| SPECIAL INSTRUCTIONS   |  |                   |
| BILLING DESCRIPTION  | :  |                   |
| RECEIVED:  | 76112  |                   |
|  | 7843 TI  |                   |
|  |  |                   |
|  | 3Y:  |                   |
| NO. TOKENS USED OR CA  | AB FARE:   |                   |

| RUSH PICK-UP *10% EXTRA COST   | 11:00 AM PICK-UP                        | 3:00 PM PICK-UP                      |
|--|---|--------------------------------------|
| RUSH DELIVERY *10% EXTRA COST  | 11:00 AM DELIVERY                       | 3:00 PM DELIVERY                     |
|  | LOU HAMMOND & ASSO                      | CIATES                               |
|  | DELIVERIES/PICKUPS (FO                  | ORM R)                               |
|  | DATE: <u>6.8.10</u>                     |                                      |
| CHARGE: LHA  | CLIENT: 2222                            |                                      |
| TO/FROM: <u>Ticole Swan</u><br>Name  |   | TEL: <u>212-818-9800</u>             |
| COMPANY: Bermuda Depa  | artment of Tourism                      |                                      |
| ADDRESS: 675 Third Avenue, 20th Floo New York, New York 10017 (please include) |   | •                                    |
| FROM (ACCT. PÉRSON): <u>LH&amp;A</u>   | please pick up (two large boxes)        | from the address above and return to |
| SPECIAL INSTRUCTIONS:  |   |                                      |
| BILLING DESCRIPTION:   | VAN SE                                  | RVICE                                |
| RECEIVED:  |   |                                      |
| SIGNATURE:   | TIM                                     | 1E:                                  |
| PRINT LAST NAME:   | *************************************** |                                      |
| DELIVERED/PICKED UP B  | Y:                                      |                                      |
| NO. TOKENS USED OR CA  | AB FARE:                                |                                      |

| RUSH PICK-UP *10% EXTRA COST  | 11:00 AM PICK-UP              | 3:00 PM PICK-UP          |
|---|-------------------------------|--------------------------|
| RUSH DELIVERY *10% EXTRA COST   | 11:00 AM DELIVERY             | 3:00 PM DELIVERY         |
|   | LOU HAMMOND & ASSO            | CIATES S 15,00           |
|   | DELIVERIES/PICKUPS (F         | ORM R)                   |
| ·   | DATE: <u>6.9.10</u>           |                          |
| CHARGE: LHA   | CLIENT: 222                   |                          |
| TO/FROM: <u>Ticole Swan</u><br>Name   |                               | TEL: <u>212-818-9800</u> |
| COMPANY: Bermuda Dep  | artment of Tourism            |                          |
| ADDRESS: 675 Third Avenue, 20th Floo New York, New York 10017 (please include | <del></del>                   |                          |
| FROM (ACCT. PERSON):  | please pick up box and return |                          |
| SPECIAL INSTRUCTIONS  | •                             | 10 607 VG                |
| BILLING DESCRIPTION   | :37139°                       | 12,                      |
| RECEIVED:   | 1                             |                          |
| SIGNATURE: Yelec  | - Seproxx TIM                 | ME:                      |
|   |                               |                          |
| DELIVERED/PICKED UP E   | 3Y:                           |                          |
| NO. TOKENS USED OR CA   | AB FARE:                      |                          |

| RUSH PICK-UP *10% EXTRA COST           | 11:00 AM PICK-UP                         | 3:00 PM PICK-UP  |
|--|--|--|
| RUSH DELIVERY *10% EXTRA COST          | 11:00 AM DELIVERY                        | 3:00 PM DELIVERY   |
|  |  | J 15,000   |
|  | LOU HAMMOND & ASSOC                      | CIATES   |
|  | DELIVERIES/PICKUPS (FO                   | ORM R)   |
|  | DATE: <u>6.15.10</u>                     |  |
| CHARGE: LHA                            | CLIENT: _222                             |  |
| TO/FROM: <u>Ticole Swan</u><br>Name    |  | TEL: <u>212-818-9800</u>   |
| COMPANY: Bermuda Depa                  | artment of Tourism                       |  |
| ADDRESS: 675 Third Ave (please include | nue, 20th Floor<br>e floor and/or suite) |  |
| FROM (ACCT. PERSON): _                 |  |  |
| SPECIAL INSTRUCTIONS                   |  |  |
| BILLING DESCRIPTION                    |  |  |
| RECEIVED:                              |  |  |
| SIGNATURE:                             | TIM                                      | E:   |
| PRINT LAST NAME:                       |  | THE STATE OF THE S |
| DELIVERED/PICKED UP E                  | Y:                                       |  |
| NO. TOKENS USED OR CA                  | AB FARE:                                 |  |

| RUSH PICK-UP *10% EXTRA COST                               | 11:00 AM PICK-UP                       | 3:00 PM PICK-UP                 |
|--|--|---------------------------------|
| RUSH DELIVERY *10% EXTRA COST                              | 11:00 AM DELIVERY                      | 3:00 PM DELIVERY                |
|  |  | J.5.00                          |
|  | LOU HAMMOND & ASS                      | OCIATES                         |
|  | DELIVERIES/PICK                        | (UPS (FORM U)                   |
| <b>→ → → → → → → → → →</b>                                 |  | DATE: <u>06.16.10</u>           |
| CHARGE: X LHA  | CLIENT:                                |                                 |
| TO/FROM: <u>Chip Lewis</u><br>Name                         | TF                                     | EL: <u>212-901-4564</u>         |
| COMPANY: FOX News  |  |                                 |
| ADDRESS: 1211 Avenue of New York, NY 10036 (please include | of the Americas le floor and/or suite) |                                 |
| FROM (ACCT, PERSON):                                       | Susannah Gregory                       |                                 |
| SPECIAL INSTRUCTIONS Gregory at LHA. Thanks!!!             | : Please pick up the package at FO     | OX News and deliver to Susannah |
| <u> </u>   |  |                                 |
| BILLING DESCRIPTION  | : Bermuda 222                          |                                 |
| RECEIVED:  |  |                                 |
| SIGNATURE:   | TIME:                                  |                                 |
|  |  |                                 |
|  | 3Y:                                    |                                 |
| NO. TOKENS USED OR CA                                      | AB FARE:                               |                                 |

| RUSH PICK-UP *10% EXTRA COST                                     | 11:00 AM PICK-UP                  | 3:00 PM PICK-UP  |
|--|-----------------------------------|--|
| RUSH DELIVERY *10% EXTRA COST                                    | 11:00 AM DELIVERY                 | 3:00 PM DELIVERY   |
| RIVER!   |                                   | DO. 5/ R   |
|  | LOU HAMMOND & ASS                 | SOCIATES   |
|  | DELIVERIES/PICE                   | KUPS (FORM U)  |
| ~ ~  |                                   | DATE: <u>06.17.10</u>  |
| CHARGE: KHA  | CLIENT:                           |  |
| TO/FROM: <u>Roland Alonzi</u><br>Name                            | Tì                                | EL: <u>212.219.7560</u>  |
| COMPANY: MMG Mardik  | <u>S</u>                          |  |
| ADDRESS: 245 Fifth Aven<br>New York, NY 10016<br>(please include | ue, 9th Fl e floor and/or suite)  |  |
| FROM (ACCT. PERSON): _   | Kristina Paiz                     |  |
| SPECIAL INSTRUCTIONS: Thanks!                                    | Please deliver the b-roll to Rola | nd Alonzi at the above address.  |
| BILLING DESCRIPTION:   | Bermuda 222                       |  |
| RECEIVED:  |                                   |  |
| SIGNATURE:   | TIME                              | ·  |
| PRINT LAST NAME:   |                                   | MANAGEMENT STATE S |
| DELIVERED/PICKED UP B  | Y:                                |  |
| NO. TOKENS USED OR CA  | AB FARE:                          |  |

| RUSH PICK-UP *10% EXTRA COST  | 11:00 AM PICK-UP       | 3:00 PM PICK-UP          |  |
|---|------------------------|--------------------------|--|
| RUSH DELIVERY *10% EXTRA COST   | 11:00 AM DELIVER       | Y 3:00 PM DELIVERY       |  |
|   | LOU HAMMOND & ASS      | <u>OCIATES</u>           |  |
|   | DELIVERIES/PICKUPS (   | FORM R)                  |  |
|   | DATE: <u>6.24.2010</u> |                          |  |
| CHARGE: LHA   | CLIENT: 2222           |                          |  |
| TO/FROM: <u>Ticole Swan</u><br>Name   |                        | TEL: <u>212-818-9800</u> |  |
| COMPANY: Bermuda Depa   | artment of Tourism     |                          |  |
| ADDRESS: 675 Third Ave<br>New York, New York 10017<br>(please include               |                        |                          |  |
| FROM (ACCT. PERSON):  | Susannah Gregory       |                          |  |
| SPECIAL INSTRUCTIONS: Please deliver the collateral to BDOT used for Caribbean Week |                        |                          |  |
| BILLING DESCRIPTION   | :                      |                          |  |
| RECEIVED:   |                        |                          |  |
| SIGNATURE:  | T                      | IME:                     |  |
| PRINT LAST NAME:  |                        |                          |  |
| DELIVERED/PICKED UP E   | BY:                    |                          |  |
| NO. TOKENS USED OR CA   | AB FARE:               |                          |  |

| RUSH PICK-UP *10% EXTRA COST   | 11:00 AM PICK-UP                         | 3:00 PM PICK-UP  |
|--|--|--|
| RUSH DELIVERY *10% EXTRA COST  | 11:00 AM DELIVERY                        | 3:00 PM DELIVERY   |
|  | LOU HAMMOND & ASSOC                      | \$ 15.00   |
|  | DELIVERIES/PICKUPS (FO                   | The second secon |
|  | DATE: <u>6.29,2010</u>                   |  |
| CHARGE: LHA  | CLIENT: _222                             |  |
| TO/FROM: <u>Ticole Swan</u><br>Name                                    | ·  | ΓEL: <u>212-818-9800</u>   |
| COMPANY: Bermuda Depa  | artment of Tourism                       |  |
| ADDRESS: 675 Third Aver<br>New York, New York 10017<br>(please include | nue, 20th Floor<br>e floor and/or suite) |  |
| FROM (ACCT. PERSON):   | Susannah Gregory                         |  |
| SPECIAL INSTRUCTIONS:  | Please deliver to BDOT                   |  |
| BILLING DESCRIPTION:   |  |  |
| received: signature: 375   | 0255 TIM                                 | E: Salved expre-89   |
| PRINT LAST NAME:   |  |  |
| DELIVERED/PICKED UP B  | Y:                                       | <del></del>  |
| NO. TOKENS USED OR CA  | B FARE:                                  |  |

| RUSH PICK-UP *10% EXTRA COST      | 11:00 AM PICK-U        | TP [        | 3:00 PM PIC  | K-UP  |  |
|-----------------------------------|------------------------|-------------|--|---|--|
| RUSH DELIVERY *10% EXTRA COST     | 11:00 AM DELIVERY      |             | 3:00 PM DELIVERY   |   |  |
|                                   |                        |             | Q 15.  | Constant  |  |
|                                   | LOU HAMMOND & A        | SSOCIATES   | and the second s | والمراجعة |  |
|                                   | DELIVERIES/PICKUI      | PS (FORM R) | ì  |   |  |
|                                   | DATE: <u>10/29</u>     | 10          |  |   |  |
| CHARGE: LHA                       | CLIENT:                | Bermuda     |  |   |  |
| TO/FROM: Nicholas Ki<br>Name (Sr. | ng<br>Project manager) | EL: (646)   | 327-3638   |   |  |
| COMPANY: 1 CHOSSIN                | V                      |             |  |   |  |
| ADDRESS: (please include          | le floor and/or suite) | 200 Parl    | c Ave South<br>K, NY 10003   | 2nd f100r   |  |
| FROM (ACCT. PERSON):              | Susannah<br>Gregory    | New los     | 411/1000   | وررحه<br>«نظله<br>(آغ   |  |
| SPECIAL INSTRUCTIONS              | :                      |             |  | ;D/CES/I  |  |
| BILLING DESCRIPTION               | :                      |             |  | REGISTRATION UNIT   |  |
| RECEIVED:                         | )( )                   |             |  | ON UNIT<br>2: 39  |  |
| SIGNATURE: //                     |                        | TIME:       |  |   |  |
| PRINT LAST NAME:                  |                        |             |  |   |  |
| DELIVERED/PICKED UP I             | 3Y:                    |             |  |   |  |
| NO. TOKENS USED OR CA             | AB FARE:               |             |  |   |  |



### LOU HAMMOND & ASSOCIATES, INC.

39 East 51st Street, New York, NY 10022-5901 + 212-308-8880 + Fax 212-891-0200 + e-mail Hia@lhamiijond.com www.louhammond.com

Bill To

C. Ann Shutte
Director of Global Operations
BERMUDA DEPARTMENT OF TOURISM
675 Third Avenue 20th Floor
New York, NY 10017

# Invoice

Date 8/23/2010

Invoice # 33142

FOR: Out-of-pocket expenses incurred on your behalf during the month of July - Revised.

| ltem                   | Description  | Amount            |
|------------------------|--|-------------------|
| Printing               | Create name tags and menu cards for New York media luncheon  | 36.00             |
| Accommodations         | Health permit for the Bermuda rum cake giveaway in Copley Square, Boston   | 30.00             |
| Subsistence            | Lunch with Alana McElroy and Ryan McCormick to discuss opportunities on Bravo TV and with Bravo TV personalities | 35.12             |
| Airfare                | Roundtrip flight (NY-Bermuda-NY) for Michelle Horn re Integrated Agency and Bermuda Industry Night               | 322.50            |
| Airfare                | Roundtrip flight (Boston-Bermuda-Boston) for national anthem singer Sheila Smith re Bermuda Industry Night       | 374.50            |
| Airfare                | Roundtrip Amtrak train tickets (NY-Boston-NY) for Michelle Horn and Susannah<br>Gregory re Bermuda event         | 380.00            |
| Local Travel           | Taxis re Travel + Leisure desk-side appointment with William Griffith; additional                                | 1,026.52          |
|                        | catering for Bermuda Media Luncheon; airport meal in route to Bermuda meetings;                                  | ~ 60              |
|                        | taxis to dinner with BDOT rep and agencies, for island FAM tour and at airport;                                  | 2010 DEC          |
|                        | Fairmont Southampton hotel charges for Integrated Meetings and Bermuda   | 0 0               |
|                        | Industry Night visit - Michelle Horn   | R S               |
| Local Travel           | Car service for Gombey Dancers re Red Sox event in Boston  | 929,05            |
| Airfare                | One-way Amtrak ticket (NY-Boston) for Susannah Gregory re Bermuda Night  | ယ 9500<br>O 15330 |
| Airfare                | One-way flight (Boston-NY) for Susannah Gregory re Bermuda Night   | 104.40            |
| Local Travel           | Taxi for Susannah Gregory and Kate Thelen re Brides.com stunt  | <u> </u>          |
| Airfare                | One-way airfare for Michelle Horn and Emily Santos returning from Bermuda  | 380 80            |
| 1 170 1                | Industry Night, Integrated Meeting and Fam Tour  | <b>₩</b>          |
| Local Travel           | Zip car to JFK airport for Bermuda Industry Night, cab from BDA to Fairmont                                      | 1,00732           |
|                        | Southampton for Bermuda Industry Night visit, dinner at JFK, lunch at Swizzle Inn                                | PM 12: 39         |
|                        | during Bermuda site visit, lunch at BDA, Fairmont Southampton business centre                                    | 112: 39           |
| Subsistence            | expenses, room charges at Fairmont Southampton - Emily Santos  |                   |
| Subsistence            | Flower, linens, room charge, soft drinks, wine, catering, waiter service,  | 2,748.31          |
| Publications           | set-up/clean-up for Bermuda Media Luncheon BurrellesLuce clipping service  |                   |
| Accommodations         | Teleconference services  | .821.09           |
| Accommodations         | Long-distance telephone  | 55.65             |
| Local Travel           |  | 15.29             |
| Printing               | Taxis re Family Circle and Food & Wine desk-side appointments Color copies                                       | 18.80             |
| Printing<br>Printing   | Copy June 2010 Reports   | 126.60            |
| Printing               | Burn press kit onto CD   | 24.32             |
| remang                 | Dun press on onto-CD   | 17.00             |
|                        |  | Total             |
| Payable within 30 days | of invoice. A charge of 1.5% per monthagil he made thereafter.   | i Ulai            |

Bill To

C. Ann Shutte
Director of Global Operations
BERMUDA DEPARTMENT OF TOURISM
675 Third Avenue 20th Floor
New York, NY 10017

# Invoice

Invoice # 33142

FOR: Out-of-pocket expenses incurred on your behalf during the month of July - Revised.

| Item                                     | Description   | Amount     |                         |
|--|---|------------|-------------------------|
| Printing<br>Postage Fees<br>Postage Fees | Copy press clips and bind June Reports Postage Deliveries |            | 34.00<br>14.91<br>79.00 |
|  |   |            |                         |
|  |   |            |                         |
|  |   |            |                         |
|  |   |            |                         |
|  |   |            |                         |
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|  |   |            |                         |
|  |   |            |                         |
|  |   |            |                         |
|  |   |            |                         |
|  | of invoice. A charge of 1.5% per month util he made the   | Total \$8. | 733.48                  |

#### WORD PROCESSING – NON-RELEASE July 2010 BERMUDA DEPARTMENT OF TOURISM – 222

| DESCRIPTION OF WORK                                 | TIME TO HANDLE | DOLLAR AMOUNT |
|---|----------------|---------------|
| Create name tags for New York media luncheon        | 15 minutes     | \$ 12.00      |
| Create 18 menu cards for New<br>York media luncheon | 30 minutes     | 24.00         |
|   |                | \$ 36.00      |

# **CHECK REQUEST (FORM L)**

DATE: 08.06.10

FROM: Kristina Paiz

Check made payable to: The City of Boston

Amount: \$30.00

Charge: Bermuda 222

For: Health permit for the Bermuda rum cake giveaway in Copley Square.

-- CHECK REQUESTS MUST BE SUBMITTED 24 HOURS IN ADVANCE -- FOR AMOUNTS OF \$2,000.00 OR MORE, SIGNATURE OF PRESIDENT IF REQUIRED.

Stephen Hammond

Boston Inspectional Services Department
Division of Health Inspections
1010 Massachusetts Avenue
Boston, MA 62



TEMPORARY FOOD SERVICE APPLICATION \*\*ALL \* INFO IS REQUIRED\*\*

| *NAME OF APPLICANT: BUTMY DON. IF TOUSM *PH                                | ONE <u>UL 306 0000</u>   |
|--|--|
| *NAME OF OWNER (if different):   | Supplied to the control of the contr |
| *ADDRESS: 39 E. 51st Street  |  |
| *CITY: NAW YWK *STATE: NY *ZIPC  | CODE: 10022  |
| EMAIL ADDRESS: KNSTINALE MAMMAND. COM                                      |  |
| *NAME OF EVENT: BUMVOG WAYLOTING EVENT @ (                                 | opley Square   |
| *EVENT COORDINATOR: Susannah Greagy/Knistilo                               |  |
| *EVENT ADDRESS: COULU SOVAVE @ Saint James !                               | Street Plaza (4) Huntington Ave)   |
| *CITY: BISTON STATE: MA  | *ZIPCODE: 02/16  |
| *DATE/TIME OF EVENT: BUAUST 23, 2010; 11:30a1                              | n-1pm  |
| *SIGNATURE OF APPLICANT:   |  |
| ONE NAME OF ANY PARTY OF THE OFFICE AND THE OFFI                           | TALLED   |
| ONLY NO TRANS FAT FOODS CAN BE SE  | KVED (effect, 9/13/08)   |
| list all food/beverages that will be served and the establis<br>purchased: | SHMENT WHERE THE FOOD WAS  |
| TEMS: LOCATION PURCH/  | ASED:  |
| Fum cake   |  |
|  | The first and the state of the  |
|  | The self-self-self-self-self-self-self-self-   |
|  | A THE MINISTER IS NOT AN AND THE ADMINISTER OF THE MANAGEMENT AND THE ADMINISTRATION AS A PARTY.   |
|  |  |
|  | themsemplopations to have proposed the destination of the section  |
| ***PHF'S (POTENTIALLY HAZARDOUS FOOD PRODUCTS) ALWAYS RE                   | QUIRES A HEALTH INSPECTOR ON   |
| SITE. CHECK WITH OFFICE IF YOU HAVE QUESTIONS ON THIS***                   |  |
| EES ARE AS FOLLOWS:  | EXAMPLE:   |
| DAY EVENT - \$30   | 1/1/01=\$30  |
| 30 FOR FIRST AND \$5 FOR EACH CONSECUTIVE DAY UP TO 14 DAYS                | 1/1/01-1/3/01=\$40   |
|  | er time transca wild   |

Thomas M. Menina

-OYER-

| PREPARATION/COOKING FACILITIES:  ON SITE: YES NO N/A, IF YES, DESCRIBE FACILITIES AND EQUIPMENT:   |
|--|
| OFF SITE: YES, IF YES, WHERE?  |
| TYPE OF TABLEWARE: PAPER PRODUCTS CHINA  |
| Utansils will be disposable.   |
| FOOD PROTECTION:   |
| DESCRIBE EQUIPMENT AND MEANS OF TRANSPORTING FOOD HOT (140°F OR ABOVE), COLD (45°F OR BELOW): FOOD WILL BY WALKED OVER FORM NEIGHBANING WAYNON BOSTAN, MA 02116        |
| REFRIGERATION: REQUIRED NOT REQUIRED  METHOD OF REFRIGERATION:   |
| TYPE OF COOKING/HOTHOLDING EQUIPMENT: K/A  |
| DESCRIBE MEASURES TO PROTECT FOOD FROM CONTAMINATION DURING PREPARATION, STORAGE AND DISPLAY: CAKES WILL BE M TABLES being Served TO great by Bermuda representatives. |
| GARBAGE AND RUBBISH:   |
| DESCRIBE MEANS FOR STORAGE AND DISPOSAL: M 51/2 trash bins yourded by Coplay Savare.   |
| PERSONNEL AND FOOD HANDLING PRACTICES:   |
| NUMBER OF FOOD HANDLERS: 10  |
| LOCATION OF HANDWASHING FACILITIES: AND SITE & COPLY SQUIVE  |
| LOCATION OF TOILET FACILITIES: M CITE & CAPLY Square   |
| HAIR RESTRAINTS PROVIDED: YES NO YOU DISPOSABLE GLOVES PROVIDED: YES NO NO   |
| · ·  |
| ,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,   |

# **EXPENSE REPORT (FORM J)**

# PAGE $\underline{1}$ OF $\underline{1}$

| CLIENT CODE: 222, 434,<br>440 | NAME: Michelle Horn   |                   |  | <b>DATE:</b> 7/26/10 |
|-------------------------------|---|-------------------|--|----------------------|
| • CLIENT-RELATED (Billable    | and Non-billable)   |                   |  |                      |
| DATE                          | DESCRIPTION*  |                   | TOTAL AMOUNT                               | WORK CODE            |
| 6/29/10                       | Lunch with Alana McElroy and Ryan McCormick alone LHA Leigh Cashman to discuss opportunities on Brave and with Brave TV personalities |                   | 105.37                                     | E                    |
|                               |   |                   |  |                      |
|                               |   |                   |  |                      |
|                               |   |                   |  |                      |
|                               |   |                   |  |                      |
|                               |   |                   |  |                      |
|                               |   |                   |  |                      |
|                               |   |                   |  |                      |
|                               |   |                   |  |                      |
|                               |   |                   |  |                      |
|                               |   |                   |  |                      |
| • NON-CLIENT-RELATED B        | USINESS (Description)   |                   |  | L                    |
|                               |   |                   |  |                      |
|                               |   |                   |  |                      |
|                               |   |                   |  |                      |
|                               |   |                   |  |                      |
|                               |   |                   |  |                      |
| Employee Signature            | Total Experience (-) Less Adv (+) Due Em (-) Due LH   | vances<br>iployee | \$ <u>105.37</u> eac<br>\$ \$ 3.5<br>\$ \$ | L Q<br>5.12          |

Work Codes: A: Entertainment \*(indicate name, title, company, type: lunch, dinner, etc.); B: Business Meals \*(see above); C: Travel; D: Media Contacts; E: Out-of-Pocket; F: Petty Cash Adv.

# UUBermuda Nassua

10 East 52nd Street New York, NY 10022 212.319.2002

| 13       | 4frica H   |  |
|----------|--|--|
| ٠,       | 247/1 Chk 5344<br>Jun29 10 12:47Ph   | Gst<br>1                                       |
| *        | Vicoise Salad<br>Grill MixVeg<br>Shrimp Salad<br>Iced Tea<br>Diet Coke<br>500ml Pellegrino | 16.00<br>6.00<br>51.00<br>3.00<br>3.00<br>4.00 |
| 5 9<br>9 | Food<br>Tax<br>2PM Total Due 90  | 83.00<br>7.37<br>.37                           |

Thank you for coming!

+ 15.00 105.32

4

. with Delivery Now Available!

Figandolive.com
The ently delivering to:
The Street to 55th Street
The een 6th Ave and Park Ave

Meeting cul Alam Elvay & Ryan McCornick of Bravo TV Gift cards now available!

Michelle Hein + Leigh Cashman

# FIG & OLIVE

10 East 52nd Street New York, NY 10022 212.319.2002

Date: Jun29'10 01:47PM Card Type: mastercard Acct #: XXXXXXXXXXXXXX8294

Card Entry: SWIPED Trans Type: PURCHASE

Trans Key: AIA003448511976

Exp Date: XX-XX
Auth Code: 596774
Check: 5344
Table: 247/1
Server: 18 Africa H

Subtotal:

90.37

Tip:

15,00

Total:

105.37

Bignature

iww.figandolive.com Thank you for coming See you soon.

lease keep this copy

OF YOUR REPARTED

# **CREDIT CARD FORM (FORM K)**

| Use of company cree you must complete th |                  |                    | ing on your group's credit card<br>oller: |
|--|------------------|--------------------|---|
| ⊠ AMERICAN EXI                           | PRESS            | ☐ VISA             | ☐ MASTERCARD                              |
| TO: CONT                                 | ROLLER           |                    |   |
| DATE: <u>7/18/1</u>                      | <u>0</u>         |                    |   |
| VENDOR: <u>Orbitz</u>                    |                  |                    |   |
| CLIENT & CODE                            | 222 Bermuda      |                    |   |
| APPROX. AMOUNT                           | T: <u>322.50</u> | <u>)</u>           |   |
| DESCRIPTION:<br>Industry Night for M     |                  | muda for Integrat  | ed Agency and Bermuda                     |
| NAME: <u>Miche</u>                       | lle Horn         |                    |   |
| Charges over \$2,000                     | must have the (  | Chairman or Presid | ent's approval.                           |
| Approved by Chairma                      | an / President:  |                    |   |
| Date:                                    |                  |                    |   |



Bermuda/Hamilton 7/18/10 This trip includes flights.



# Flight reservation

Orbitz record locator: Airline record locator:

AP110101MIBHB7GY American Airlines - DJPOKC

Ticket numbers: Total flight cost: not yet available \$322.50 USD

Traveler(s)

Frequent flier details MICHELLE HORN American Airlines AAdvantage

915AFJ8

See if you've earned a Price Assurance refund.

## Leave Sunday, July 18, 2010

American Airlines 1530 Economy | Boeing 757 Passenger (757) | 2hr 40min | 771 miles

Depart: 5:20pm New York, NY New York John F Kennedy Intl (JFK)

Arrive: 9:00pm Bermuda/Hamilton, Bermuda Bermuda/Hamilton L.F. Wade International (BDA)

Your flight is confirmed. The airline will assign seats at check-in or you may choose seats |

## Return Wednesday, July 21, 2010

American Airlines 1443 Economy | Boeing 757 Passenger (757) | 2hr 15min | 771 miles

Depart: 9:15am Bermuda/Hamilton, Bermuda Bermuda/Hamilton L.F., Wade International (BDA)

Arrive: 10:30am New York, NY New York John F Kennedy Intl (JFK)

Seat: 16F I Your flight is confirmed. Seat is confirmed. You may | View/change seats |

# Cost summary and billing information

Flight cost summary

Airfare, MICHELLE HORN (Adult)

\$322.50

Total trip cost

\$322.50 USD

See if you've earned a Price Assurance refund.

Billing information

Card holder's Name: LOU HAMMOND

Card type:

American Express

Card number:

xxxxxxxxxxx2008

# **CREDIT CARD FORM (FORM K)**

Use of company credit card: Immediately after charging on your groups credit card you must complete the following and given to the Controller:

|   | VISA   |
|---|--|
| TO: CONTROLLER  |  |
| DATE: 8(11/10   |  |
| vendor: Jet Blue. com   |  |
| CLIENT & CODE BUMUDA 822  |  |
| APPROX. AMOUNT: <u>\$314</u> .50                                  |  |
| DESCRIPTION: Flight reservation for Au<br>National Anthem singer, | igust 23 <sup>rd</sup> Bermud <i>a Night</i><br>Sneila Smith |
| NAME: <u>Sucannah Gregory   Katie</u>                             | Thelen   |
| Charges over \$2,000 must have the Chairman or Pres               | sident's approval.   |
| Approved by Chairman / President:                                 |  |
| Date:   |  |

# jetBlue

You should receive your itinerary by e-mail shortly but you should print it just in case.

# Confirmation #NJOMPG

Status: Confirmed Book Date: Wednesday, August 11 2010



Scan this barcode to check in at any JetBlue check-in kiosk.

# Your itinerary

#### **Travelers**

Travelers on this flight: Sheila J. Smith

Primary contact: Sheila J. Smith 39 East 51st Street New YOrk, NY 10022

## **Flights**

| Date       | Departs/<br>Arrives     | Route   | Flight | Travelers    | Seats |
|------------|-------------------------|---|--------|--------------|-------|
| Sun Aug 22 | 3:48 p.m.<br>5:00 p.m.  | Bermuda (Hamilton), BM, (BDA) to<br>Boston, MA, (BOS) | 1704   | Sheila Smith | 20A   |
| Tue Aug 24 | 11:46 a.m.<br>2:53 p.m. | Boston, MA, (BOS) to<br>Bermuda (Hamilton), BM, (BDA) | 1703   | Sheila Smith | 13D   |

# **Payment**

| Fare: (details)         | $$280.00 \times 1 = $280.00$ | Form of payment        | Amount paid |
|-------------------------|------------------------------|------------------------|-------------|
| Taxes & Fees: (details) | \$94.50                      | American Express X2008 | \$374.50    |
| Total:                  | \$374.50                     | Amount Paid:           | \$374.50    |

## Need a car? We offer the JetBlue discount



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- No payments till car pick up
- No change/cancel fees

Call 888-555-2585 or log onto jetblue.com/cars. Use CDP# 170689 to receive the JetBlue discount.

## Need a hotel? Low price guarantee

- Price match guarantee
- Nearly 1,000,000 unbiased guest reviews
- No change/cancel fees

# **CREDIT CARD FORM (FORM K)**

Use of company credit card: Immediately after charging on your groups credit card you must complete the following and given to the Controller:

|              | RICAN EXPRESS                              |           | VISA   |
|--------------|--|-----------|--|
| TO:          | CONTROLLER                                 |           |  |
| DATE:        | 8/9/10                                     |           |  |
| VENDOR:      | <u>Amtrak</u>                              |           |  |
| CLIENT & C   | code <u>Berm</u> uda 222                   |           |  |
| APPROX. A    | <del></del> •                              | •         |  |
| DESCRIPTI(   | on: Two train tickets the susannah Gregory | for m     | ichelle Horn and<br>Jo to Boston for a Bermuda |
| NAME:        | michelle Horn/Susann                       | ah o      | regory   |
| Charges over | \$2,000 must have the Chairman o           | or Presid | lent's approval.                               |
| Approved by  | Chairman / President:                      |           |  |
| Date:        |  |           |  |

## Michelle Horn

From: tickets@amtrak.com

Sent: Monday, August 09, 2010 2:41 PM

To: Michelle Horn

Subject: Amtrak: Reservation Confirmation - THIS IS NOT A TICKET

Thank you for choosing Amtrak. Save or print this page for your records.

Reservation Number: 07D505

# THIS IS NOT A TICKET.

This confirmation notice is not a ticket. You must obtain a ticket before boarding.

# TICKETING INFORMATION

THIS IS NOT A TICKET. You must obtain your ticket(s) before boarding. You can pick up your tickets any Amtrak Quik-Trak self-service ticketing kiosk, or at any Amtrak ticket window. Please check station operating hours before you go, as Amtrak ticket window hours and/or Quik-Trak kiosk hours vary from station to station.



## SCAN AT QUIK-TRAK

To pick up tickets at a Quik-Trak ticketing kiosk, print this confirmation page. At the station, scan the barcode under the Quik-Trak scanner and then touch the 'Print Tickets' button. No credit card is needed.



#### **IMPORTANT POLICIES**

For important identification requirements, please visit http://www.amtrak.com/IDrequirements.html.

For important baggage policy information, please visit http://www.amtrak.com/BaggagePolicy.html.

All Amtrak trains except the Auto Train are non-smoking.

#### PASSENGER INFORMATION

Passenger 1: Michelle Horn (Adult)
Passenger 2: Susannah Gregory (Adult)

**ITINERARY** 

New York - Penn Station, NY (NYP) to Boston - Back Bay, MA (BBY) 22-AUG-10; 7:05 pm - 22-AUG-10; 10:36 pm Service: 2258 Acela Express Duration: 3 hr, 31 min <Departs> New York - Penn Station, NY (NYP) 22-AUG-10; 7:05 pm <Arrives> Boston - Back Bay, MA (BBY) 22-AUG-10; 10:36 pm <Seat(s)/Room(s)> 2 Business Class Seats Amenities: Snack car Boston - Back Bay, MA (BBY) to New York - Penn Station, NY (NYP) 24-AUG-10; 6:15 am - 24-AUG-10; 9:40 am Service: 2153 Acela Express Duration: 3 hr, 25 min <Departs> Boston - Back Bay, MA (BBY) 24-AUG-10; 6:15 am <Arrives> New York - Penn Station, NY (NYP) 24-AUG-10; 9:40 am <Seat(s)/Room(s)> 2 Business Class Seats Amenities: Snack car FARE INFORMATION \_\_\_\_ Rail Fare \$380.00 Accommodations \$0.00 Price Ticket Delivery \$0.00 Fee \_\_\_\_

Total

\$380.00

#### **BILLING INFORMATION**

------

Billed to: Lou Hammond 30 E. 51st Street New York, NY 10022 United States

Total Amtrak Charge \$380.00

Credit Card: American Express \*\*\*\*\*\*\*\*2008

#### ADDITIONAL INFORMATION

- \* We recommend that you arrive at the station at least 30 minutes prior to your scheduled departure. Allow additional time if you need help with baggage or tickets.
- \* If you are traveling on the Auto Train you must check in at least two hours before scheduled departure.
- \* To modify or cancel your reservation online you will be asked to supply the reservation number and email address or phone number you used to book the trip. Not all reservations are eligible for online modification. If you are unable to modify or cancel your reservation online, call 1-800-USA-RAIL (1-800-872-7245). Cancellation and/or refund fees may apply.
- \* Need a hotel or car? Amtrak offers great deals for your destination. For the best hotel, car and activity deals, visit <a href="http://trip.amtrak.com">http://trip.amtrak.com</a> to book now.
- \* THIS IS NOT A TICKET

# HAVE A GREAT TRIP!

Questions? Contact us online at http://www.amtrak.com/contactus.html or call 1-800-USA-RAIL (1-800-872-7245).

# EXPENSE REPORT (FORM J)

# **PAGE <u>1</u> OF <u>1</u>**

| CLIENT CODE: 222       | NAME: Michelle Horn   |              | <b>DATE:</b> 7/25/10 |
|------------------------|---|--------------|----------------------|
| · CLIENT-RELATED (Bil  | lable and Non-billable)   |              |                      |
| DATE                   | DESCRIPTION*  | TOTAL AMOUNT | WORK CODE            |
| 7/12/10                | Taxi to BDOT office to pick up William Griffith for Travel + Leisure deskside                     | 6.40         | E                    |
| 7/12/10                | Taxi to Travel + Leisure with William Griffith for desk-side with associate editor Clark Mitchell | 6.80         | E                    |
| 7/13/10                | Additional catering item needed for Bermuda Media Luncheon  | 6.00         | E                    |
| 7/18/10                | Airport meal at JFK in route to Bermuda meetings  | 10.96        | E                    |
| 7/19/10                | Cab to dinner with BDOT rep and agencies  | 15.00        | E                    |
| 7/20/10                | Cab for island FAM tour   | 20.00        | E                    |
| 7/21/10                | Cab at airport  | 10.00        | E                    |
| 7/21/10                | Fairmont Southampton hotel charges for Integrated Meetings and Bermuda Industry Night visit       | 951.36       | E                    |
|                        |   |              |                      |
| NON CLUENT DEL ATTENDA |   |              |                      |
| • NON-CLIENT-RELATE    | D BUSINESS (Description)  | <del></del>  | T                    |
|                        |   | ·            |                      |
|                        |   |              |                      |
|                        |   |              |                      |

| Employee Signature | Total Expenses    | \$1026.52 |
|--------------------|-------------------|-----------|
| 701                | (-) Less Advances | \$        |
| Approval:          | (+) Due Employee  | \$        |
| 7/2///             | (-) Due LHA       | \$        |

Work Codes: A: Entertainment \*(indicate name, title, company, type: lunch, dinner, etc.); B: Business Meals \*(see above); C: Travel;

# Deckside w/ Travelte 222 Bermuda MH

HACK # 00-12/835 HAE # 5124 TRIT # 5124 TRIT # 5124 TRIT # 12/12/10 1108/1 1145 15:16 500 TIME 15:22 RATE NO. 15:22 FAREL # 4.50 MILES R1 0.52 MILES R1 0.50 MILES R1 0.52 MILES R1 0.53 MILES R

Constant Tire

# MH-222 Bernada

NYC Bermela Luxheon -MH

> Cafe Metro 569 Lexington Ave New York NY 10023 Tel: 212.697.7200

#5467

Walk In

Erika 1

7/13/2010

1 Misc Non-Taxable

\$0.00

Total:

Tax(8.875%):

\$6.00

Card Type: NC

AUTH: 616859

TAKI W/ DIRECTO TOLL
THANKS

TO, CONTACT TLC

Bernvela 222 - MIH

Insegrated Meting | Industry Night

HMSHost SOHO TO GO JFK AIRPORT

7009 SHONA

1 CHIPS MV

CHK 265 JUL18'10 4:40PM

1 BANNANA FRUIT 1.29
1 TG PESTO CHIX 6.99

SUBTOTAL 10.07
TAX 0.89
AMOUNT 10.96
XXXXXXXXXXXXXXXXXX 4 XX/XX
MSTRCARD A1 10.96

Thank You
HMS Host
Soho Bistro "To-Go"
JFK Airport
Questions & Comments
(718) 553-6815
damaris.adames@hmshost.com

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DAMES W/ BONT + PRINCES MH + ES - 222 ENJOY BERMUDA

CAB # T1230
DATE: 07/19/2010
START TIME 19:58
END TIME 20:07
TRIP # 7829
RATE No. 1
MILES 2.83
FARE \$ 11.35
EXTRAS \$ 3.00
TOTAL \$ 14.35

FOR COMPLAINTS call 292-1271 ext.115

DATE: 20/7/10 FROM: d. Paipton

To: <u>/203</u>

FARE: B2000

Bernada tour-Hari MH+E5-222

THANK YOU FOR YOUR BUSINESS PLEASE CALL AGAIN!



Clayton Masters Serpentine Road Pembroke



cell(518-7035)home(295-8943) April specializing in early morning jobs

TAXI \$10 MH + ES



101 SOUTH SHORE ROAD SOUTHAMPTON, BERMUDA T 441 238 8000 F 441 238 8968 Room : 4468

Folio#

Cashier # Page # 347 1 of 1

Group Name

Social Event- BDOT Industry Awards

Social Events - 2010 - SHP

Ms Michelle Horn Lou Hammond Arrival Departure 07-18-10 07-21-10

ВМ

| Date                                    | Description             | Additional Information   | Charges    | Credits |
|---|-------------------------|--|------------|---------|
| 07-18-10                                | Room Gratuities         | #4468 :  | 22.40      |         |
| 07-18-10                                | Room Charge             |  | 199.00     |         |
| 07-18-10                                | Room Local Tax          |  | 14.43      |         |
| 07-18-10                                | Southampton Resort Levy |  | 18.00      |         |
| 07-18-10                                | Room Local Tax          |  | 1.31       |         |
| 07-19-10                                | In Room Internet        | #4468 : 999-9999   | 13.95      |         |
| 07-19-10                                | Windows on the Sound    | CHECK #3863 Breakfast-MH+ES  | 67.86      |         |
| 07-19-10                                | Room Gratuities         | #4468_:  | 22.40      |         |
| 07-19-10                                | Room Charge             |  | 199.00     |         |
| 07-19-10                                | Room Local Tax          |  | 14.43      |         |
| 07-19-10                                | Southampton Resort Levy |  | 18.00      |         |
| 07-19-10                                | Room Local Tax          |  | 1.31       |         |
| 07-20-10                                | Jasmine                 | CHECK #5016 COFFEE @ hatel<br>CHECK #5731 O. More Michelle Horn + Emily S. | antos 8.19 |         |
| 07-20-10                                | Waterlot Inn            | CHECK #5731 DIAMER MIEHELIC BOTA + EARLY S                                 | 95.94      |         |
| 07-20-10                                | Room Gratuities         | #4468 :  | 22.40      |         |
| 07-20-10                                | Room Charge             |  | 199.00     |         |
| 07-20-10                                | Room Local Tax          |  | 14.43      |         |
| 07-20-10                                | Southampton Resort Levy |  | 18.00      |         |
| 07-20-10                                | Room Local Tax          |  | 1.31       |         |
| *************************************** |                         | Total  | 951.36     | 0.00    |
|   |                         | Balance Due  | 951.36     |         |

Guest signature X

For information or reservations, visit us at www.fairmont.com or call Fairmont Hotels & Resorts from: United States or Canada 1800-441-1414

lagree that my liability for this bill is not waived and lagree to be held personally table in the event that the indicated person, company. Itavel agent or association task to pay for the full amount of the charges. Overdue balance subject to a surcharge at the rate of 1.5% per month [14,56% per annum]. All accounts deemed detungent may be subject to legal fees and all other costs associated with the bill. Account is payable on presentation or departure.

There requested delivery of The New York Times. It refused, a credit will be applied to my account of \$.25 (Mon-Sat) and \$1.25 (Sun)

# **CREDIT CARD FORM (FORM K)**

Use of company credit card: Immediately after charging on your groups credit card you must complete the following and given to the Controller:

| ⊠ AME  | RICAN EXPRESS                |        | VISA                          |  |
|--|------------------------------|--------|-------------------------------|--|
| TO:  | CONTROLLER                   |        |                               |  |
| DATE:  | 06.24.10                     |        |                               |  |
| VENDOR:  | <u>LTI</u>                   |        |                               |  |
| CLIENT & C   | ODE Bermuda 222              |        |                               |  |
| APPROX. AM   | MOUNT: <u>\$929.05</u>       |        |                               |  |
| DESCRIPTION Boston.  | ON: Car service for the Gomb | ey Dan | cers for the Red Sox event in |  |
| NAME:  | Kristina Paiz                |        |                               |  |
| Charges over \$2,000 must have the Chairman or President's approval. |                              |        |                               |  |
| Approved by  | Chairman / President:        |        |                               |  |
| Date:  |                              |        |                               |  |

# LTI WORLDWIDE LIMO 35 BOW STREET EVERETT MA 02149 617/381-0600

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|---|--|
| ************  | <b>经济水流分泌水水水水水水水水水水水水水水水水水水水水水水水</b>   |
| ** EMAIL **   | OICB >> ** EMAIL **  |
| **************************************  | **************************************   |
| LOU HAMMOND & ASSOCIATES  | Account #: 5265 KCV JS   |
| ACCOUNTS PAYABLE  | Account #: 5265 KCV JS Invoice Number: 589294 Invoice Date: 06/24/10 Ordered By: CLIENT/EMAIL  |
| 10 M. | Invoice Date: 06/24/10   |
| 39 EAST 51ST STREET<br>NEW YORK NY 10022  | Ordered By Frt.  |
|   |  |
| ~~ **********************************   |  |
| Name and a COMPANY BRAITING   | meda natura a action to a  |
| Passenger.: GOMBEY TROUPE   | Trip Date: 05/18/10  |
| Car Number: 14PAX MINI #427   | BOS LOG  |
|   |  |
| Routing:  |  |
|   |  |
| COPLEY PLAZA HOTEL (DART  | MOUTH ST DOOR). BOSTON 267-5300  |
|   | N MA.) FOR A DROP OFF (TERM A)   |
| CLIENT CELL # 441-599-9   |  |
| DO NOT ASK CLIENT FOR S<br>THIS RIDE NEEDS TO BE 9  | IGNATURE OR GIVE RATE OR RECEIPT   |
|   | ARDSON, SAKIMA RICHARDS, IVAN  |
| TROTT JR. TRAE TROTT, H.  | ARLEY ARIGO NAPLEON PLACE.   |
| JEREMY LAMBERT, DEVONDA   | B WARNER, AND TROY RICHARDSON.   |
|   |  |
| ~ ~ ~ ~ <del>~ ~ ~ ~ ~ ~ ~ ~ ~ ~ ~ ~ ~ ~ ~ </del>   | das ans tan son to 'you don mit did this him dan to to 'him man tan dan tan and to to ad man 'no go ton an dan to to the son time to go to |
| Reserved Time 06:30 - 07:30   | Flat Rate: 135.00  |
|   |  |
| Misc Charges  | 5.25   |
| Discount 15%<br>Gratuity  | -20.25<br>27.00  |
| ADMIN   | 10.80  |
| ADMIN   | 10.00  |
|   | do no do he he as do as  |
|   | MADE WEED MILLS AND A COM NA   |
|   | TOTAL TRIP CHARGE: 157.80  |
|   |  |
|   | CC PAYMENT(-) .: 157.80  |
| AMX 371571xxxxxxxx492008  |  |
|   | BALANCE DUE THIS INVOICE.: 0.00  |
|   | DAMMOR NOT THIS THYOTOR: 0.00  |
|   |  |
|   | { }  |
|   | · •  |

# LTI WORLDWIDE LIMO 35 BOW STREET EVERETT MA 02149 617/381-0600

| 1   |  |                          |
|---|--|--------------------------|
| **************************************  | OTCR SS ## RMATE.  | **                       |
| LOU HAMMOND & ASSOCIATES ACCOUNTS PAYABLE  39 BAST 51ST STREET NEW YORK MY 10022  |  |                          |
| Passenger.: GOMBEY TROUPE   | Trip Date: 06,   |                          |
| Car Number: 14PAX MINI #429 E   | ios eos  |                          |
| COPLEY PLAZA HOTEL (DARTH<br>FOR A DROP OFF<br>CLIENT CELL # 441-599-92<br>DO NOT ASK CLIENT FOR SI<br>THIS RIDE NEEDS TO BE PE<br>CLIENT ARE: JAVON RICHAR<br>TROTT JR, TRAE TROTT, HA<br>JEREMY LAMBERT, DEVONDAE | GNATURE OR GIVE RATE OR RECEIRFECT!!! DSON, SAKIMA RICHARDS, IVAN RLEY ARIGO NAPLEON PLACE, WARNER, AND TROY RICHARDSON. | ip <b>T</b>              |
| Reserved Time 21:15 - 22:15   |  |                          |
| Discount 15%<br>Gratuity<br>ADMIN   |  | -20.25<br>27.00<br>10.80 |
|   | TOTAL TRIP CHARGE:   | 152.55                   |
| ** PAID BY CREDIT CARD **<br>AMX 371571xxxxxxxx492008   | CC PAYMENT(-).:  | 152.55                   |
|   | BALANCE DUE THIS INVOICE.  | 0.00                     |
|   |  | { }                      |

# LTI WORLDWIDE LIMO STREET MA 02149 617/381-0600

\* 

> LOU HAMMOND & ASSOCIATES Account #....: 5265 GH JS Invoice Number: 589290 Invoice Date..: 06/24/10 Ordered By...: CLIENT/EMAIL Ordered By Ext: ACCOUNTS PAYABLE

> 39 BAST 51ST STREET NEW YORK NY 10022

Passenger .: GOMBEY TROUPS Trip Date....: 06/17/10

Car Number: 14PAX MINI #423 BOS BOS

Routing...:

COPLEY PLAZA HOTEL (DARTMOUTH ST DOOR). BOSTON 267-5300 FENWAY PARK AT JILIANS CORNER OF LANDSDOWN& IPSWICH FOR A DROP OFF

CLIENTS CELL # 441-599-9200 (JAVON RICHARDSON)
DO NOT ASK CLIENT FOR SIGNATURE OR GIVE RATE OR RECEIPT
DROP OFF NEEDS TO BE AT JILLIANS SO THE CLIENT CAN SEE
WHERE THE PICK UP WILL BE!!!
PLEASE INFORM CLIENT WHERE WE MEET AFTER THE GAME!! THIS RIDE NEEDS TO BE PERFECT!!! CLIENTS ARE: JAVON RICHARDSON, SAKIMA RICHARDS, IVAN

TROTT JR, TRAB TROTT, HARLEY ARIGO NAPLEON PLACE, JEREMY LAMBERT, DEVONDAE WARNER, AND TROY RICHARDSON.

Reserved Time 15:15 - 16:15 Flat Rate: 135.00

Discount 15% Gratuity 27.00 ADMIN 10.80

TOTAL TRIP CHARGE....: 152.55

\*\* PAID BY CREDIT CARD \*\* CC PAYMENT .....(-) .: 152.55 AMX 371571xxxxxxxxx492008

BALANCE DUE THIS INVOICE.: 0.00

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## LTI WORLDWIDE LIMO 35 BOW STREET EVERETT MA

BTT MA 02149 617/381-0600

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|--|--|
| ***********  |  |
| ** EMAIL **  | ) I C B >>   |
| LOU HAMMOND & ASSOCIATES ACCOUNTS PAYABLE  39 BAST 51ST STREET NEW YORK NY 10022   | Account #: 5265 ML JS Invoice Number: 589286 Invoice Date: 06/24/10 Ordered By: CLIENT/EMAIL Ordered By Ext: |
| Passenger.: GOMBEY TROUPE  Car Number: 14PAX MINI #413 BO  | Trip Date: 06/17/10  |
| Agr namer, Taking Wing 4412 DA   | 5 505  |
| Routing:   |  |
| COPLEY PLAZA HOTEL (DARTMO FOR A DROP OFF CLIENT CELL # 441-599-920 DO NOT ASK CLIENT FOR SIG CLIENTS ARE: JAVON RICHAR TROTT JR, TRAE TROTT, HAR JEREMY LAMBERT, DEVONDAE | NATURE OR GIVE RATE OR RECEIPT<br>DSON, SAKIMA RICHARDS, IVAN  |
| Reserved Time 10:00 - 11:00  | Flat Rate: 195.00  |
| Discount 15%   | -20.25   |
| Gratuity   | 27.00  |
| ADMIN  | 10.80  |
|  | ******   |
|  | TOTAL TRIP CHARGE: 152.55  |
| ** PAID BY CREDIT CARD ** AMX 371571xxxxxxxx492008   | CC PAYMENT(-): 152.55  |
|  | BALANCE DUE THIS INVOICE.: 0.00  |
|  | { }  |

# LTI WORLDWIDE LIMO 35 BOW STREET EVERETT MA 02149 617/381-0600

|  |   | 1   |   |   |  |               |
|--|---|---|---|---|--|---------------|
| ****   |   | ****  |   |   |  |               |
| ANATO  | **  | *******   | ******  | **<br>*****   | ******   | ***           |
| 39 EAST  | MOND & ASSOCIATE<br>S PAYABLE<br>51ST STREET<br>K NY 100  |   | Invoice<br>Ordered<br>Ordered   | Date: By: By Ext:   | 06/24/<br>CLIENT   | 3.0           |
| Passenger.: GOM  |   |   |   | p Date  | : 06   | /17/10        |
| Car Number: 141  | PAX MINI #-   | 113 BOS BO  | 5   |   |  |               |
| Routing:   |   |   |   |   |  |               |
| BOS<br>FOI<br>CLI<br>DO<br>THI<br>PEI<br>THI<br>CLI<br>TRO | PLBY PLAZA HOTEL STON - GOVERNMEN' R A DROP OFF LENT CELL # 441- NOT ASK CLIENT BY DROP OFF LOCAT. RFORMERS AND THE CENTER TO PERFI | CENTER (L<br>599-9200 (J<br>FOR SIGNATU<br>CON IS TBD<br>I WILL NEED<br>FRM, PLEASE<br>I RICHARDSO<br>C, HARLEY A | AVON RICE RE OR GI' BECAUSE ' TO FIND HAVE CHE N, SAKIM RIGO NAPI TROY RICE | TBD) HARDSON) VE RATE ( THE CLIEN A GOOD ( AUFFEUR ) A RICHARI LEON PLAC CHARDSON | OR RECE<br>NTS ARE<br>SPOT IN<br>ADVISE.<br>OS, IVA<br>CE, JER | M<br>M<br>IPT |
| Reserved Time  | 07:15 - 08:15   |   | F   | lat Rate:   | ı  | 135.00        |
| Discount   | : 15%   |   |   |   |  | -20.25        |
| Gratuity   |   |   |   |   |  | 27.00         |
| ADMIN  |   |   |   |   |  | 10.80         |
|  |   |   |   |   | ,  |               |
|  |   | ,   | TOTAL TRI   | IP CHARGE   | 2:   | 152.55        |
| ** PAID BY CREDIT AMX 371571xxxxx                          |   | (   | C PAYME   | ¥Т  | . (-) . :  | 152.55        |
|  |   | BAL   | NCE DUE   | THIS INV  | FOICE, 1   | 0.00          |
|  |   |   |   |   |  | { }           |

#### LTI WORLDWIDE LIMO 35 BOW STREET EVERETT MA 02149 617/381-0600

\*\* BMAIL \*\* << I N V O I C B >> \*\* EMAIL \*\* LOU HAMMOND & ASSOCIATES Account #....: 5265 CM JS

Invoice Number: 5893 CM 05 Invoice Number: 06/24/10 Ordered By...: CLIENT/EMAIL Ordered By Ext: ACCOUNTS PAYABLE 39 EAST 51ST STREET

NEW YORK NY 10022

Passenger.: GOMBEY TROUPE Trip Date ....: 06/16/10

Car Number: 14PAX MINI #427 LOG BOS

Routing...:

DARRIVE BOS DL #560 13:42X BDA COPLEY PLAZA HOTEL (DARTMOUTH ST DOOR). BOSTON 367-5300 FOR A DROP OFF FOR A DROP OFF
COMP MEET AND GREET AT BAGGAGE CLAIM
DO NOT ASK CLIENT FOR SIGNATURE OR GIVE RATE OR RECEIPT
ONSITE CTC IS PASSENGER JAVON EUGENE RICHARDSON
CLIENT CELL # 441-599-9200
PASSENGERS ARE: JAVON EUGENE RICHARDSON,
SAKIMA RICHARD, IVAN DEAN TROTT JR, TRAE IRWIN TROTT,
HARLEY ARIGO NAPLEON PLACE, JEREMY, LAMBERT,
DEVONDER WARNER AND TROY PLEARINGON DEVONDAE WARNER, AND TROY RICHARDSON NEEDS TO BE A MINI, CLIENTS HAVE A GOOD AMOUNT OF LUGG!

Reserved Time 13:42 - 14:42 Flat Rate: Misc Charges Discount 15% -30.25 Gratuity 27.00 ADMIN 10.80 TOTAL TRIP CHARGE....: 161.05 \*\* PAID BY CREDIT CARD \*\* CC PAYMENT .....(-): 161.05 AMX 371571xxxxxxxx492008

{ }

BALANCE DUE THIS INVOICE.: 0.00

# **CREDIT CARD FORM (FORM K)**

Use of company credit card: Immediately after charging on your group's credit card you must complete the following and give to the Controller:

| ☐ AMEF                            | RICAN EXPRESS                               | $\boxtimes$ | VISA            |
|-----------------------------------|---|-------------|-----------------|
| TO:                               | CONTROLLER                                  |             |                 |
| DATE:                             | <u>6-15-10</u>                              |             |                 |
| VENDOR:                           | Bermuda - Amtrak                            |             |                 |
| CLIENT & C                        | ODE <u>222</u>                              |             |                 |
| APPROX. AN                        | MOUNT: \$95.00                              |             |                 |
| descriptio<br>Susanna<br>for berr | on:<br>h Gregory travels to h<br>nuda Night | 3osto1      | ſ               |
| NAME:                             | <u>Susa</u> nnah Gregory                    |             |                 |
| Charges over :                    | \$2,000 must have the Chairman o            | r Presid    | ent's approval. |
| Approved by (                     | Chairman / President:                       |             |                 |
| Date:                             |   |             |                 |

# Susannah Gregory

From: tickets@amtrak.com

Sent: Tuesday, June 08, 2010 6:17 PM

To: Susannah Gregory

Subject: Amtrak: Reservation Confirmation - THIS IS NOT A TICKET

Thank you for choosing Amtrak. Save or print this page for your records.

Reservation Number: 0E4C3D

# THIS IS NOT A TICKET.

This confirmation notice is not a ticket. You must obtain a ticket before boarding.

# TICKETING INFORMATION

THIS IS NOT A TICKET. You must obtain your ticket(s) before boarding. You can pick up your any Amtrak Quik-Trak self-service ticketing kiosk, or at any Amtrak ticket window. Please check operating hours before you go, as Amtrak ticket window hours and/or Quik-Trak kiosk hours vary station to station.



# SCAN AT QUIK-TRAK

To pick up tickets at a Quik-Trak ticketing kiosk, print this confirmation page. At the station, scan the barcode under the Quik-Trak scanner and then touch the 'Print Tickets' button. No credit card is needed.



#### **IMPORTANT POLICIES**

For important identification requirements, please visit http://www.amtrak.com/IDrequirements.html.

For important baggage policy information, please visit http://www.amtrak.com/BaggagePolicy.html.

All Amtrak trains except the Auto Train are non-smoking.

## PASSENGER INFORMATION

Passenger 1: Susannah Gregory (Adult)

ITINERARY

New York - Penn Station, NY (NYP) to Boston - Back Bay, MA (BBY) 15-JUN-10; 4:00 pm - 15-JUN-10; 7:22 pm

Service: 2166 Acela Express

Duration: 3 hr, 22 min

<Departs>

New York - Penn Station, NY (NYP)

15-JUN-10; 4:00 pm

<Arrives>

Boston - Back Bay, MA (BBY)

15-JUN-10; 7:22 pm

<Seat(s)/Room(s)>

1 Business Class Seat

Amenities: Snack car

\_\_\_\_\_

#### **FARE INFORMATION**

-----

Rail Fare \$95.00

Accommodations \$0.00

Price

Ticket Delivery

Fee

-----

Total

\$95.00

#### **BILLING INFORMATION**

------

Billed to:

Lou Hammond 39 East 51st Street

New YOrk, NY 10022

United States

Total Amtrak Charge \$95.00

Credit Card: American Express \*\*\*\*\*\*\*\*2008

# ADDITIONAL INFORMATION

<sup>\*</sup> We recommend that you arrive at the station at least 30 minutes prior to your scheduled departure. Allow additional time if you need help with baggage or tickets.

- \* If you are traveling on the Auto Train you must check in at least two hours before scheduled departure.
- \* To modify or cancel your reservation online you will be asked to supply the reservation number and email address or phone number you used to book the trip. Not all reservations are eligible for online modification. If you are unable to modify or cancel your reservation online, call 1-800-USA-RAIL (1-800-872-7245). Cancellation and/or refund fees may apply.
- \* Need a hotel or car? Amtrak offers great deals for your destination. For the best hotel, car and activity deals, visit <a href="http://trip.amtrak.com">http://trip.amtrak.com</a> to book now.
- \* THIS IS NOT A TICKET

## HAVE A GREAT TRIP!

Questions? Contact us online at http://www.amtrak.com/contactus.html or call 1-800-USA-RAIL (1-800-872-7245).

# **CREDIT CARD FORM (FORM K)**

Use of company credit card: Immediately after charging on your group's credit card you must complete the following and give to the Controller:

| AMERICAN EXPRESS  |               | VISA             |  |
|---|---------------|------------------|--|
| TO: CONTROLLER  |               |                  |  |
| DATE: <u>6-18</u> -10   |               |                  |  |
| vendor: <u>Bermuda</u> -Otbitz                                  |               |                  |  |
| CLIENT & CODE 222   |               |                  |  |
| APPROX. AMOUNT: \$\\\\\\\\\\\\\\\\\\\\\\\\\\\\\\\\\\\\          |               |                  |  |
| DESCRIPTION:<br>Swannah Gregory travels to<br>for Bermuda Night | boston        |                  |  |
| NAME: <u>Susannah Gregory</u>                                   |               |                  |  |
| Charges over \$2,000 must have the Chairm                       | nan or Presid | lent's approval. |  |
| Approved by Chairman / President:                               |               |                  |  |
| Date:   |               |                  |  |

# **Susannah Gregory**

From: Susannah Gregory [gregory.susannah@gmail.com]

Sent: Tuesday, June 08, 2010 6:18 PM

To: Susannah Gregory

Subject: Fwd: Travel Document - New York 6/18/10

----- Forwarded message -----

From: **Orbitz** < <u>travelercare@orbitz.com</u>>

Date: Tue, Jun 8, 2010 at 6:16 PM

Subject: Travel Document - New York 6/18/10

To: "Woodson C. Whitehead" < gregory.susannah@gmail.com>

# SREITZ

## Your Travel Document

Hello Woodson,

Thanks for traveling with Orbitz. This e-mail confirms the ticket number(s) issued for the "New York 6/18/10" trip.

Visit "My Trips" to add this reservation to your calendar.

Ticket Information

Passenger(s): SUSANNAH GREGORY

US Airways record locator: DDWSVM Ticket type requested: electronic (e-ticket) Orbitz record locator: AP800101DDWSVME6 Airline ticket number(s): 03777554622332

Please note: At least one airline in this trip charges an additional fee for baggage. This fee is not included in your total trip cost. <u>See details</u>

Friday, June 18, 2010 US Airways # 2117

Boston Logan International (BOS) to New York La Guardia (LGA) Departure (BOS): June 18, 7:00 AM EDT (morning) Arrival (LGA): June 18, 8:19 AM EDT (morning)

Class: Economy Your flight is confirmed. The airline is assigning seats at check-in <u>choose seats</u>

View the latest airport conditions at: <u>BOS \ LGA</u> **Have your travel plans changed?** Many tickets can be exchanged or canceled online by visiting "My trips" and clicking the <u>Change/cancel airline ticket option</u>.

Cost and billing summary

June 8, 2010

Get E-mail Updates Sign up now for travel deals, alerts and specials.



#### Orbitz Care Alerts

Flight status alerts are set up for the following people.

Susannah Gregory 2024366360@txt.att.net Text message Receiving: Departure Alerts , Airport Advisories

Update alert settings Learn more

New! Look up your illnerary and flight status on your mobile phone at mobile.orbitz.com.

Learn more

Great rates Click for car rates in New York



Add a car



#### **Booking Confirmation**

Total airfare: \$153.70USD (including taxes)

Price Assurance: Get a cash refund if another customer books the same flight at a lower price. <u>How it works</u>

Please note that your fare may carry restrictions. Changes to your itinerary may result in additional fees. Review the fare rules in "My Trips" to learn more.

Important notice related to ticket terms and conditions.

Billing Information

Credit card holder's name: LOU HAMMOND Credit card type: American Express

Address:

39 EAST 51ST STREET

NEW YORK, NY 10022 United States

E-mail: gregory.susannah@gmail.com

#### At the airport

#### At the airport

Enjoy a hassle-free airport experience with these travel tips from Orbitz Care:

- -- Remember to print a copy of this e-mail and bring it with you to the airport. Your itinerary and ticket numbers may be required for check-in and/or Immigration.
- -- Remember to bring a valid government-issued photo ID to the airport. Check specific <u>visa and passport requirements.</u>
- -- Obtain your boarding pass before entering the security checkpoint. See more check-in tips
- -- Plan ahead and arrive early for airport security. Please review these updated security and packing <u>quidelines</u>, as they may change periodically.

Check-in Information

Because you're traveling with an e-ticket, no ticket will be mailed to you.

#### Schedule Changes

## Schedule Changes

You may receive an e-mail from Orbitz if a schedule change occurs prior to or during your trip. Such changes also will be noted in "My Trips". We recommend you check there periodically before your trip.

If there are changes to the flight(s), bring a printout with the updated itinerary and ticket number(s) to the airport. We will send you an e-mail 2-3 days before departure.

Lastly, you can always look up your reservation under "My Trips" or on your mobile phone at mobile.orbitz.com. If you have any questions, you can e-mail us

Thank you for choosing Orbitz.

Enjoy your trip!

**Orbitz Team** 



This booking is subject to our <u>Privacy</u> <u>Policy</u> and our <u>Terms and Conditions</u>.



P.S. Need an answer? Check out our Customer Service section.

Custom Vacations | Hotels | Flights | Cars | Cruise | Activities



# **EXPENSE REPORT (FORM J)**

# PAGE 1 OF 1

| CLIENT CODE: 222 NAME: SUSANJUN GREATUR |   |   | DATE: 7/7/10 |
|---|---|---|--------------|
| • CLIENT-RELATED (Billable              |   |   |              |
| DATE                                    | DESCRIPTION*  | TOTAL AMOUNT                                    | WORK CODE    |
| Le[24/10                                | taxi-S. Gregory and k. Melan (Brides. cum Strut-445A)         | 8.00  |              |
|   |   |   |              |
|   |   |   |              |
|   |   |   |              |
|   | 2-4-4-4-4-4-4-4-4-4-4-4-4-4-4-4-4-4-4-4                       |   |              |
|   |   |   |              |
|   |   |   |              |
| 12 (7)                                  |   |   |              |
| - 54 FS<br>- 25 Z                       |   |   |              |
|   |   |   |              |
|   | accidentaced?   |   |              |
|   |   |   |              |
| • NON-CLIENT-RELATED BU                 | JSINESS (Description)   |   |              |
|   |   |   |              |
|   |   |   |              |
|   |   |   |              |
|   |   |   |              |
|   |   |   |              |
| Employee Signature                      | Total Expenses (-) Less Advances (+) Due Employee (-) Due LHA | \$ <u>\$.0</u> 0<br>\$<br>\$ <u>8.0</u> 0<br>\$ |              |

Work Codes: A: Entertainment \*(indicate name, title, company, type: lunch, dinner, etc.); B: Business Meals \*(see above); C: Travel; D: Media Contacts; E: Out-of-Pocket; F: Petty Cash Adv.

# **EXPENSE REPORT (FORM M)**

# **PAGE <u>1</u> OF <u>1</u>**

| CLIENT CODE: 222   | NAME: Emily Santos  |              | <b>DATE:</b> 7/15/10   |
|--|---|--------------|--|
| • CLIENT-RELATED (Billable   | and Non-billable)   |              |  |
| DATE   | DESCRIPTION*  | TOTAL AMOUNT | WORK CODE  |
| 7/15   | One-way airfare on JetBlue for M. Horn and E. Santos, returning from Bermuda Industry Night, Intergated Meeting and Fam Tour. This fare was booked as an extension to the original ticket to accommodate a team meeting to strategize Canadian marketing efforts. | \$380.80     | С  |
|  |   |              | A STATE OF THE STA |
|  |   |              | 177.71 F151.18 F151.   |
|  |   |              |  |
|  |   |              |  |
|  |   |              | AND THE RESIDENCE OF THE PARTY  |
| • NON-CLIENT-RELATED BU  | USINESS (Description)   |              |  |
|  |   |              |  |
| ······································   |   |              |  |
|  |   | -            |  |
| - The state of the |   |              |  |
|  |   |              |  |

| Employee Signature Emuly Line | Total Expenses                        | \$380.80               |
|-------------------------------|---------------------------------------|------------------------|
| Approval:                     | (-) Less Advances<br>(+) Due Employee | \$<br>\$ <u>380.80</u> |
| Date: 7/15/10                 | (-) Due LHA                           | \$                     |

Work Codes: A: Entertainment \*(indicate name, title, company, type: lunch, dinner, etc.); B: Business Meals \*(see above); C: Travel; D: Media Contacts; E: Out-of-Pocket; F: Petty Cash Adv.

# jetBlue

You should receive your itinerary by e-mail shortly but you should print it just in case.

# Confirmation #IPGKNU

Status: Confirmed

Book Date: Thursday, July 15 2010



Scan this barcode to check in at any JetBlue check-in kiosk

# Your itinerary

#### **Travelers**

Travelers on this flight: Michelle Lynn Horn, and Emily Noelle Santos

Primary contact: Michelle Lynn Hom 100 Palisade Avenue Apartment 4B Jersey City, NJ 07306

## **Flights**

| Date       | Departs/<br>Arrives    | Route  | Flight | Travelers                     | Seats      |
|------------|------------------------|--|--------|-------------------------------|------------|
| Wed Jul 21 | 2:30 p.m.<br>3:42 p.m. | Bermuda (Hamilton), BM, (BDA) to<br>New York City, NY, NYC (JFK) | 1730   | Michelle Horn<br>Emily Santos | 15C<br>15D |

## **Payment**

| Fare: (details)<br>Taxes & Fees: (details) | \$119.00 x 2 = \$238.00<br>\$142.80 | Form of payment     | Amount paid |
|--|-------------------------------------|---------------------|-------------|
| Total:                                     | \$380.80                            | Mastercard<br>X5586 | \$380.80    |
|  |                                     | Amount Paid:        | \$380.80    |

#### Need a car? We offer the JetBlue discount



- Save 5% or more on all rentals
- No payments till car pick up
- No change/cancel fees

Call 888-555-2585 or log onto jetblue.com/cars. Use CDP# 170689 to receive the JetBlue discount.

# Need a hotel? Low price guarantee

h@tels.com

- Price match guarantee
- Nearly 1,000,000 unbiased guest reviews
- No change/cancel fees

Call 888-555-8989 to let us help you book your hotel or log onto jetblue.com/hotels.

# **EXPENSE REPORT (FORM M)**

# **PAGE <u>1</u> OF <u>1</u>**

| CLIENT CODE: 222       | NAME: Emily Santos  | <b>DATE:</b> 7/26/10 |           |
|------------------------|---|----------------------|-----------|
| • CLIENT-RELATED (Bill | able and Non-billable)  |                      |           |
| DATE                   | DESCRIPTION*  | TOTAL AMOUNT         | WORK CODE |
| 7/18                   | Zipcar to JFK Airport from Mattituck, NY for Bermuda<br>Industry Night  | \$50.00              | С         |
| 7/19                   | Cab from BDA to Fairmont Southampton (ES and MH for Industry Night visit); Note: Bermuda dollar is currently 1:1 with USD | \$50.00              | С         |
|                        |   |                      |           |
| 7/18                   | Dinner at JFK Airport   | \$13.59              | E         |
| 7/20                   | Lunch at Swizzle Inn for ES, MH during Bermuda site visit   | \$53.25              | E         |
| 7/21                   | Lunch at BDA prior to outbound flight to NYC for ES and MH  | \$32.50              | E         |
| 7/19                   | Fairmont Southampton business centre expenses - checking email/printing site tour itinerary                               | \$21.50              | E         |
| 7/21                   | Room charges at Fairmont Southampton for Bermuda site visit, Integrated Meeting and Industry Night                        | \$786.48             | C         |
| • NON-CLIENT-RELATEI   |   |                      |           |
|                        |   |                      |           |
|                        |   |                      |           |
|                        |   |                      |           |
|                        |   |                      |           |
|                        |   |                      | •         |

| Employee Sign | nature Envilly for Ch | Total Expenses                        | \$ <u>1007.3</u> 2 |
|---------------|-----------------------|---------------------------------------|--------------------|
| Approval:     | 134                   | (-) Less Advances<br>(+) Due Employee | \$<br>\$1007.3     |
|               |                       | (-) Due LHA                           | \$                 |

Work Codes: A: Entertainment \*(indicate name, title, company, type: lunch, dinner, etc.); B: Business Meals \*(see above); C: Travel;

Page 1 of 1



Emily Noelle Santos Invoice #322151980 Billing Period jun 25, 2010 - jul 24, 2010

| Summary       | total !   | billed                  | ARAMITO HOAM     |               |           |          |             |
|---------------|---|-------------------------|------------------|---------------|-----------|----------|-------------|
|               | 1   | ····                    | credits used     | charged to cr | edit card | t        | palance due |
| of<br>Account | \$20  | 06.87                   | \$0.00           | \$;           | 206.87    |          | \$0.00      |
| leservatio    | n and Other Activ                                 | ' <b>ity</b> [expand/co | llapse all]      |               | ,         |          | 1           |
| date          | description                                       |                         |                  |               | a         | mount    | balance     |
| Jun 25        | Membership: Annual fee for Emily Noelle Santos    |                         |                  |               | \$50.00   | \$50.00  |             |
| Jun 25        | NY City/State Sales<br>Santos                     | Tax: 8.88% for          | Annual fee for E | mily Noelle   |           | \$4.44   | \$54.44     |
| Jul 18        | Reservation: Sentr<br>Jul 18th, 7am to            |                         | y btwn Church    | & Bway        | Ć.        | \$152.43 | \$206.87    |
|               |   | usage                   | rate             | amount        |           |          |             |
| •••           | Daily rate  | 1 day                   | \$115.00         | \$115.00      |           |          |             |
|               | Extra Miles                                       | 27 miles                |                  | \$12.15       | - Cau     | · to JF  | K Airpo"    |
|               | Miles Included                                    | 180 miles               | \$0.00           | \$0.00        |           | \$50.    | F Airpo     |
|               | NY City/State<br>Sales Tax: 8.88%                 | \$<br>{                 |                  | \$11.29       |           | 11 30    |             |
|               | NY Passenger car rental tax: 6%                   | <u> </u>                |                  | \$7.63        |           |          |             |
|               | NY MCT District<br>Supplemental<br>Rental Tax: 5% |                         |                  | \$6.36        |           |          |             |
|               |   | Tota                    | l Charges        | \$152.43      |           |          |             |

# **Credit Card Activity**

| date   | description                          | amount<br>charged |
|--------|--------------------------------------|-------------------|
| Jun 25 | Billed to credit card ending in 1102 | \$54.44           |
| Jul 18 | Billed to credit card ending in 1102 | \$152.43          |
|        |                                      |                   |

1. Driving credit does not cover tickets/violations, penalties, and other non-usage charges.

total paid: \$206.87

FOR A WELLIA

\*\* \*\* \*\* \*\* \*\* \*\* \*\* \*\* \*\*

THE ATRPORT BAR MANAGEMENT AND STAFF THANK YOU FOR YOUR PATRONAGE \*\* \*\* \*\* \*\* \*\* \*\* \*\* \*\* \*\*

Date:

Jul21'10 01:42PM

Card Type: M/C

Acct #:

XXXXXXXXXXXX5586

Exp Date: Auth Code: 64644Z

11/11

Check:

2626

Server:

5 THE BEST

**EMILY SANTOS** 

Subtotal:

32.50

\*\* CUSTOMER COPY \*\*

GRATUITIES NOT INCLUDED

HMSHost SOHO TO GO JFK AIRPORT

## 700 SHONA

# 271 JUL18'10 4:46PM

WATER FIJI LTR TG CHEF SALAD SUBTOTAL 12.48 TAX 1.11 13.59 AMOUNT XXXXXXXXXXXXXXX XX/XXVISA AO

13.59

Thank You HMS Host Soho Bistro "To-Go" JFK Airport Questions & Comments (716) 553-6815 damaris.adames@hmshost.com

BECOME A FAN OF HMSHOST

ON FACEBOOK.

SWIZZLE INN MAR, RESTAURANT & GIFT SHOP **辩 郑 郑 郑 郑 郑 郑 郑 郑 郑** 

42 EMMA

Chik 4285 Jul20'10 12:38PH

16.75 1 Seabreeze 2.25 1 Colesiaw 18.75 1 Fish & Chips 7.50 1 Swizzle

01:11PM Total

45.25

\$\$\$\$ GRATHITIES NOT INCLUDED HERE On parties of 5 or more 18% will be soded to your bill. TUMPR YOU!

AN VISIT OUR SWAGGER OUT GIFT SHOP OH THE SECOND FLOOR ANNE ACCEPT NO. VISA & CASHAR \$\$ 30 DEDOUGH THEORES OF PROCESS

\$\$ \$\$ \$\$ \$\$ 60 00 10 50 55 \$\$ \$\$ samu w

MAR, ROSTALBANT & SEPT SHOP 我们 我们 我 我 我 我 我 我 我

Date: 3ul2010 0f:129K Card Type: M/C

Card Entry: SHIFED

Trans Type: FUKCHASE

Auth Code: 453891 Check: 4285

lable:

35/1 Sarzera 42 ENW

Swototali

I agree to pay above total actording to be tard teleph agreement.

囊皮皮皮 胍 化二十二烷二十二烷二氢

## **Emily Santos**

From:

Sent:

PublicPC@usatech.com Monday, July 19, 2010 5:30 PM

To:

**Emily Santos** 

Subject:

PC Express Receipt

## USA Technologies PC Express

Terminal ID: EV142649

Terminal Serial #: K1000000226849BC67

Transaction: 1279558195

\*\*\* \*\*\* \*\*\*

Location: Fairmont Southampton

Date: 7/19/2010 Time: 4:49:55 PM

Card: 5586

\*\*\* \*\*\* \*\*\*

PENDING AUTHORIZATION AMOUNT: \$50.00

Usage: 39 minutes, \$19.50

Printer Usage

B/W Prints: 4 pages, \$2.00 Internet: 39 minutes, \$0.00

Total Sale: \$21.50

\*\*\* \*\*\* \*\*\*

Helpdesk Phone 1-888-561-4748

\*\*\* \*\*\* \*\*\*

1-610-989-0340



101 SOUTH SHORE ROAD SOUTHAMPTON, BERMUDA T 441 238 8000 F 441 238 8968 Room

5557

Folio # Cashier #

347

Page #

1 of 1

Group Name

Social Event- BDOT Industry Awards

Social Events - 2010 - SHP

Ms Emily Santos Lou Hammond Arrival Departure 07-18-10

07-21-10

BM

| Date     | Description             | Additional Information | Charges | Credits |
|----------|-------------------------|------------------------|---------|---------|
| 07-18-10 | Room Gratuities         | #5557 :                | 22.40   |         |
| 07-18-10 | Room Charge             |                        | 199.00  |         |
| 07-18-10 | Room Local Tax          |                        | 14.43   |         |
| 07-18-10 | Southampton Resort Levy |                        | 18.00   |         |
| 07-18-10 | Room Local Tax          |                        | 1.31    |         |
| 07-19-10 | Room Gratuities         | #5557 :                | 22.40   |         |
| 07-19-10 | Room Charge             |                        | 199.00  |         |
| 07-19-10 | Room Local Tax          |                        | 14.43   |         |
| 07-19-10 | Southampton Resort Levy |                        | 18.00   |         |
| 07-19-10 | Room Local Tax          |                        | 1.31    |         |
| 07-20-10 | Windows on the Sound    | CHECK #3023            | 21.06   |         |
| 07-20-10 | Room Gratuities         | <b>#5557</b> :         | 22.40   |         |
| 07-20-10 | Room Charge             |                        | 199.00  |         |
| 07-20-10 | Room Local Tax          |                        | 14.43   |         |
| 07-20-10 | Southampton Resort Levy |                        | 18.00   |         |
| 07-20-10 | Room Local Tax          |                        | 1.31    |         |
|          |                         | Total                  | 786.48  | 0.00    |
|          |                         | Balance Due            | 786.48  |         |

Guest signature X

For information or reservations, visit us at www.fairmont.com or call Fairmont Hotels & Resorts from: United States or Canada 1 800-441-1414

tagroo that my tability for this bit is not writed and Lagroo to be hold personally table in the event that the indicated person, company. Irayof agent or association fast to pay for the full amount of the charges. Overdue beforce subject to a sucharge at the rate of 1.5% per month. (19.56% per annum). All accounts deemad deforquent way be subject to legal fees and all other costs associated with the bill. Account is payable on presentation or departure.

There requested delivery of The New York Times of refused, a credit will be applied to my account of \$.25 (Mon-Sal) and \$1.25 (Sun)

# **CONFERENCE ROOM BILLING FORM FOR EVENTS (FORM O)**

This form is to be filled out and submitted to Controller, along with all other appropriate client charge forms, by 4:00 p.m. the <u>day the event is held</u> in the conference room.

| 1) | Flowers: Receipt attached Yes No No  |          | \$ 174.20                             |
|----|--|----------|---------------------------------------|
| 2) | Linens: # of napkins @ \$2.50/each Use and subsequent cleaning of napkins  |          | \$ 47. <sup>50</sup>                  |
| 3) | Room Charge (Penthouse):<br>Up to 10 People, \$125.00<br>Over 10 People, \$225.00<br>Kitchen Use/Chef, \$150.00<br>Terrace Use, \$100.00<br>Room for whole day \$300 |          | \$ 225.00<br>\$ 150.00<br>\$ 100.00   |
| 4) | Soft drinks: # of Cokes @ \$1.50 # of Diet Cokes @ \$1.50 # of Perrier @ \$3.00 _ 5 # of Evino @ 2.50 /0   |          | \$ 7.50<br>\$<br>\$ 15 60<br>\$ 25.00 |
| 5) | Wine: # of Bottles @ \$40/each Cockage, Fee; S white /2 red  |          | \$ 105.00                             |
| 6) | Champagne: # of Bottles @ \$50/each Corkage Fee # 15.00  |          | \$ O                                  |
| 7) | Food: # People 19 Delivery Charge/ Service/TAX   |          | \$ 1235,00<br>\$ 233. !!              |
| 8) | Waiter service: \$175 per person x 1 Check request attached Yes  | No 🗌     | \$ 350,00                             |
| 9) | Set-up/Clean-up time # of hours @ \$27/hr.  (Must be accounted for if you do not hire wai  | t staff) | \$ 81.00                              |
|    |  | TOTAL:   | \$ 2748, 3L                           |

TYPE OF EVENT: Bermuda Media Wincheon

DATE: 7/13/10

PURPOSE: Media Introduction to BOOT Director of Tourism William Griffith

GUEST NAME/HOST: William Eriffith, Ann Shutte

CHARGE:

STAFF MEMBER RESPONSIBLE: Michelle Horn

Invoice Number: 0000076199 Invoice Date:

7/12/2010

Customer ID:

0000004546

Deliver on: Tuesday

7/13/2010

Lou Hammond Associates

Deliver To:

Lou Hammond Associates

39 E 51 St

New York City NY

Madison Ave Florist Ltd

New York City NY 10022

Lou Hammond Associates

New York City NY 10022

437 Madison Ave

On 50 Th Street

(212)319-0242

39 East 51 St

Occasion:

Miscellaneous

Card:

Description Vase Arrng Seasonal Flowers Qty

Amount

Sub Total \$160.00

\$80.00

| Method Of Payment | Amount   |
|-------------------|----------|
| House Charge      | \$174.20 |
|                   |          |
|                   |          |
|                   |          |

Merchandise Delivery Service

\$160.00 \$0.00 \$0.00

Tax

\$14.20

**Total Amount** 

\$174.20

## **CREDIT CARD FORM (FORM K)**

Use of company credit card: Immediately after charging on your group's credit card you must complete the following and give to the Controller:

|                | RICAN EXPRESS                     |          | VISA            |
|----------------|-----------------------------------|----------|-----------------|
| TO:            | CONTROLLER                        |          |                 |
| DATE:          | 7/13/10                           |          |                 |
| VENDOR:        | <u>Table Tales</u>                |          |                 |
| CLIENT & CO    | ODE <u>222</u>                    |          |                 |
| APPROX. AN     | MOUNT: <u>1468.00</u>             |          |                 |
| DESCRIPTIO     | N: Bermuda Media Lunchec          | n Cater  | ing             |
|                |                                   |          |                 |
| NAME:          | Michelle Horn                     |          |                 |
| Charges over S | \$2,000 must have the Chairman or | r Presid | ent's approval. |
| Approved by (  | Chairman / President:             |          |                 |
| Date:          |                                   |          |                 |



- carofully-crafted fine foods

265 Water Street NYC, NY 10038 T. 212.766.0917 F. 212.766.0937 www.tabletales.com

# Invoice

| Date      | Invoice # |
|-----------|-----------|
| 7/13/2010 | 54659     |

| Bill To   |
|---|
| Lou Hammond Associates 39 East 51st Street New York City, NY 10022-5916 Lou Hammond (cc: 12/12) |
|   |

Ship To

Lou Hammond
39 East 51st street
New York, New York 10022
Att: Michelle Horn 212.891.0266

| Charge Code |                         | e Code Delivery Time S  |     | Service Time  |               | GRAND TOTAL        |
|-------------|-------------------------|-------------------------|-----|---------------|---------------|--------------------|
|             |                         | 4 pm                    |     |               |               |                    |
| Quantity    | Item Code               | Descrip                 | ion | Price Ea      | ich           | Amount             |
| 19          | Lunch<br>Service Charge | Lunch<br>Service charge |     |               | 65.00<br>.00% | 1,235.00<br>123.50 |
|             |                         |                         | Su  | ıbtotal       |               | \$1,358.50         |
|             |                         |                         | Sa  | les Tax (8.87 | 5%)           | \$109.61           |
|             |                         |                         | То  | tal           |               | \$1,468.11         |
|             |                         |                         | Pa  | yments/Cred   | its           | \$-1,468.11        |
|             |                         |                         | D   | alance Du     | ^             | \$0.00             |

## Michelle Horn

From: BusinessServices@intuit.com

Sent: Thursday, July 15, 2010 2:39 PM

To: Michelle Horn

Subject: Copy of payment receipt from TABLE TALES

## **Dear Lou Hammond**

Below is the sales receipt provided to you by TABLE TALES

| TABLE TALES                   | TABLE TALES                            |                                       |               |  |  |  |
|-------------------------------|--|---------------------------------------|---------------|--|--|--|
| 265 WATER STREET, , N         | IEW YORK CITY, NY 10038                |                                       |               |  |  |  |
| Transaction Type              | Sale                                   | Amount                                | \$1,468.11    |  |  |  |
| Cardholder Name<br>Card Type  | Lou Hammond<br>American Express        | Credit Card Number<br>Expiration Date | 2008<br>12/12 |  |  |  |
| Date & Time<br>Transaction ID | 07/15/2010 - 11:35 PDT<br>MA0077934572 | Authorization Code                    | 186325        |  |  |  |

Hi Michelle Attached is your paid receipt for the lunch we supplied on Tuesday, July 13 at your request. Thank you for choosing Table Tales. Best, Grace

## Thank you for your order,

TABLE TALES

## grace@tabletales.net

Please do not reply to this message as we are unable to respond to questions at this e-mail address.

# **CHECK REQUEST (FORM L)**

DATE: 6/15/2010

FROM:

Kristina Paiz

Check made payable to: Luba Kavalevskaya

Amount:

\$175

Charge:

Bermuda 222

For:

Waiter for Bermuda luncheon July 13.

-- CHECK REQUESTS MUST BE SUBMITTED 24 HOURS IN ADVANCE --

FOR AMOUNTS OF \$2,000.00 OR MORE, SIGNATURE OF PRESIDENT IF REQUIRED.

Stephen Hammond

# **CHECK REQUEST (FORM L)**

| DATE: 6/15 | 5/2010  |
|------------|---|
| FROM:      | Kristina Paiz   |
| Check made | payable to: Jon Brothers  |
| Amount:    | \$175   |
| Charge:    | Bermuda 222   |
| For:       | Waiter for Bermuda luncheon July 13.                            |
| CI         | IECK REQUESTS MUST BE SUBMITTED 24 HOURS IN ADVANCE             |
| FOR AMO    | UNTS OF \$2,000.00 OR MORE, SIGNATURE OF PRESIDENT IF REQUIRED. |

# BurrellesLuce Media Analysis

A Burrelles Luce Company

75 East Northfield Road • Livingston, NJ 07039 973.992.6600 • 212.227.5570 • 800.631.1160

Lou Hammond

\Bermuda Tourism

Att: Ms. Mary Messias, Controller

39 East 51st Street New York, NY 10022 INVOICE

**TERMS: NET 30 DAYS** 

P.O NO IP

ACCOUNT NO. > 8266 KB
DATE > 07/31/10

INVOICE NO. > 10061745

INVOICE TOTAL > \$299.41

TOTAL DUE

\$299.41

Previous Balance Media Measurement report for June 2010

Services Rendered Sales Tax

N75 04

0.00

275.00 24.41

222

JOJAL 82109

INVOICE TOTAL

299.41

AN INTEREST CHARGE IS ASSESSED ON ALL AMOUNTS OVER 30 DAYS OUTSTANDING

TOTAL AMOUNT DUE

299.41

| CURRENT  | OVER 30 DAYS | OVER 80 DAYS | OVER 90 DAYS | OVER 120 DAYS |
|----------|--------------|--------------|--------------|---------------|
| \$299.41 | \$.00        | \$.00        | \$.00        | \$.00         |

PAY LAST AMOUNT THIS COLUW

BurrellesLuce Media Analysis

A BurrellesLuce Company

75 E. NorthEdd Road - Energylon, 13 07029 973 988 8680 - 212 227 6670 - 360,631,1160 PURCHASE ORDER NO № ACCOUNT NO №8266 KB

DATE >07/31/10

INVOICE NO. 10061745

FEDERAL I.D. NO. 20-0253253



INVOICE

TERMS: NET 30 DAYS

75 East Northfield Road, Livingston, New Jersey 07039 973,992,6600 / 800 631,1160

Lou Hammond & Associates
 \Bermuda Tourism
Att: Ms. Mary Messias, Controller
39 East 51st Street
New York, NY 10022

P.O NO > ACCOUNT NO > 8266 AQ DATE > 07/31/10 INVOICE NO. > 10061741

INVOICE TOTAL > \$521.68

TOTAL DUE > \$521.68

| For the period 07/01/10 through 07/31/10<br>Previous Balance<br>Basic Rate Charge   | 0.00<br>260.00   |
|---|--|
| Clip Transactions: 144 Clippings Delivered 2 Clips Charged @ \$1.42 each 8 Internet Clips Charged @ \$1.42 each 44 eClips Charged @ \$1.42 each 87 Scanned Clips Charged @ \$1.42 each 1 WSJ Online Clip Charged @ \$2.84 each 2 WSJ Scanned Clips Charged @ \$2.84 each Copyright Royalty Fees Sales Tax | 2.84<br>11.36<br>62.48<br>123.54<br>2.84<br>5.68<br>11.34<br>41.60 |

222

INVOICE TOTAL

521.68

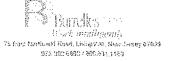
AN INTEREST CHARGE IS ASSESSED ON ALL AMOUNTS OVER 30 DAYS OUTSTANDING

TOTAL AMOUNT DUE

521.68

|          |       | OVER 80 DAYS | OVER 90 DAYS | OVER 120 DAYS |
|----------|-------|--------------|--------------|---------------|
| \$521.68 | \$.00 | \$.00        | \$.00        | \$.00         |

PAY LAST AMOUNT THIS COLUW



PURCHASE ORDER NO. PM

ACCOUNT NO №8266 AQ

DATE >07/31/10

INVOICE NO. ≥10061741

# **AT&T TeleConference Services**



ACCOUNT ID: CUSTOMER:

70884371-00001 ATTN: MARY MESSIAS LOU HAMMOND & ASSOCIATES, INC.

| CONFERENCE:<br>HOST NAME:<br>HOST NUMBER:                | AXX2096<br>MARY MESSIA<br>212-891-020 |         | muda   |  | VED MINUTES<br>CONNECTIONS               |                      | IAL-IN                           |
|--|---------------------------------------|---------|--|--|--|----------------------|----------------------------------|
| 1. CONFEREE<br>2. CONFEREE<br>3. CONFEREE<br>4. CONFEREE |                                       |         | RSVLDIUSA<br>RSVLDIUSA<br>RSVLDIUSA<br>RSVLDIUSA | 05/07/2010<br>05/07/2010<br>05/07/2010<br>05/07/2010 | 01:30pm<br>01:30pm<br>01:31pm<br>01:39pm | 49<br>49<br>48<br>40 | 14.21<br>14.21<br>13.92<br>11.60 |
| SUBTOTAL<br>Taxes  |                                       |         |  |  |  | 186                  | 53.94<br>1.71                    |
| TOTAL FOR CONF   | ERENCE ID:                            | AXX2096 |  |  | <i></i>                                  | 186                  | \$55.65                          |

ITEMIZED CALL DETAIL

DATE OF INVOICE INVOICE PERIOD

07.15.10 06.15.10 - 07.14.10 INVOICE NUMBER ACCOUNT NUMBER PAGE

52434974 4358104 97

| VONC DISTANCE OUTCOME CALL              | DETAIL (CONT'D) - 4358104 LOU HAMMOND & ASSOCIATES   | 7.77 |
|---|--|------|
|   | DETAIL (CONTD) - 4358104 LOU HAMMOND & ASSOCIATES  |      |
| 222                                     | 경영 통영 영화 (1985년 전 ) 전 (1985년 1987년 198<br>1987년 1987년 - 경영한 전 (1985년 1987년 |      |
| (212) 542-9930                          |  |      |
| REFERENCE DATE TIME # CALLED            | ACCATION 2000 MINUTES AMOUNT   |      |
| 17332589264 06/15 11:33 AM 404 920-6699 | ATLANTA GA 25.0 0.0000   |      |
| 416515526 06/15 01:33 PM 441 292-0023   | DEVONSHIRE,BM: (4.3.2 · · · · 0.5500 ·   |      |
| 17327928860 06/15 04:31 PM 978 531-1432 | PEABODY ,MA 1.9 0.0000   |      |
| 416515526 06/15 05:16 PM 441 334-7070   | HAMILTON; BM - 1.1300  |      |
| 17379570513 06/21 01:35 PM 978 531-1432 | PEABODY .MA 1.3 0.0000   |      |
| 17386016796 06/22 12:07 PM 978 531-1432 | PEABODY ,MA 0.7 0.0000   |      |
| 17391962758 06/22 02:00 PM 404 920-6699 | ATLANTA ,GA 33.1 0.0000  |      |
| 418375880 06/22 04:20 PM 246 427-5242   | BRIDGETOWN,BD 0.8 0.2800;  |      |
| 17402355599 06/23 11:12 AM 513 305-1115 | CINCINNATI,OH 1.0 0.0000   |      |
| 419179649 06/25 02:35 PM 441 292-0023   | "DEVONSHIRE,BM (1 - 10.8) (0.1400 ' )  |      |
| 17439842471 06/28 03:54 PM 312 322-9200 | CHICAGO ,IL 1.0 0.0000   |      |
| 419782560 06/29 02:10 PM 441 292-0023   | DEVONSHIRE,BM 15:9 (2.7700)  |      |
| 17450582817 06/29 04:01 PM 404 920-6699 | ATLANTA ,GA 19.6 0.0000  |      |
| 422081509 07/08 03:27 PM 441 292-0023   | DEVONSHIRE,BM 6.1 : 1:0400   |      |
| 17562366899 07/13 09:59 AM 845 901-6634 | KINGSTON ,NY 0.7 0.0000  |      |
| 423108198 07/13 10:04 AM .442079538776  | UNITED LON, 12.1 0.3700  |      |
| 17569696305 07/14 02:59 PM 404 920-6699 | ATLANTA ,GA 23.1 0.0000  |      |
| Total for: (212) 542-9930               | ②17. Cáli\$ ( 字 ) 注题 152.9 ( ) 3-6(20)0 ( )  |      |
| Total for: 222                          | 17 Calls 152.9 \$6.2000  |      |

\$ 15.29

# **EXPENSE REPORT (FORM J)**

# PAGE 1 OF 1

| CLIENT CODE: 222   | DATE: 6/28/10  |   |   |  |
|--|--|---|---|--|
| • CLIENT-RELATED (Billable   | name: Susanyun Gragory and Non-billable)   |   |   | \  |
| DATE   | DESCRIPTION*   |   | TOTAL AMOUNT  | WORK CODE  |
| 6/18/10  | taxi from LHA - Family circledelsis  | tels-Graioni                                  | 45.60   |  |
| 61281/10   | + avi form BOOT - FOOL & Mino deskside   |   | 1   |  |
| 6/28/10  | toxi from Foods wine deskside - LHA (S. GIE  | <u> vigaril</u>                               | 56.40   |  |
| The state of the s |  | U F   |   |  |
| R: 1000  | THANKS THANKS TO CONTACT ILC DIAL 3-1-1  HACK # 00440149 HACK # 07/28/2010 DATE: 07/28/2010 START TIME 09:19 END ITME 09:23 | 20  | 0.7 HACK # HACK | 1644 Y07K  |
| Employee Signature  Approval:  | (-) Les<br>(+) Du  | Expenses<br>s Advances<br>e Employee<br>e LHA | \$ <u>18.80</u><br>\$<br>\$ <u>18.90</u><br>\$  | The second secon |

Work Codes: A: Entertainment \*(indicate name, title, company, type: lunch, dinner, etc.); B: Business Meals \*(see above); C: Travel; D: Media Contacts; E: Out-of-Pocket; F: Petty Cash Adv.

# COLOR COPIES FORM (FORM Z)

DATE: 7/12/10

ACCOUNT REP: Milhelle H.

CLIENT CHARGES: BOLMUD - 222

**LHA CHARGE** 

DESCRIPTION: 2 Set Of each Roleise.

TOTAL # OF COLOR COPIES: 14 Color.

TOTAL COST:

TOTAL: \$126.60

From:

Michelle Horn

Sent:

Monday, July 12, 2010 2:51 PM

To:

Gabriel Perez

Subject:

Bermuda release

a prom

Mayo

Attachments: Endless Summer Promotion - New Version.pdf; Bermuda Fact Sheet.pdf; New Developments - Property Updates\_Final.pdf \_\_3 129 \_\_3.

Hi Guys,

Can you print two copies of each release for me on nice paper stapled? It's for a Bermuda desk-side with T+L. I'll come and pick it up.

Thank you!

Michelle

Michelle Horn, Account Supervisor Lou Hammond & Associates 39 E 51st St, New York, NY 10022 t: 212-891-0266 f: 212-891-0200 www.louhammond.com www.twitter.com/louhammondpr

# COLOR COPIES FORM (FORM Z)

DATE: 7/13/10

ACCOUNT REP: Kristing Pour

CLIENT CHARGES: Becoude

LHA CHARGE

DESCRIPTION: Attached

TOTAL # OF COLOR COPIES: \ 5 \

TOTAL COST: \$ 61.60

From:

Kristina Paiz

Sent:

Tuesday, July 13, 2010 1:48 PM

To:

Gabriel Perez

Subject:

color copies

Attachments: Work Form for Office Services (FORM Q).docm

Hey Gabe,

Please printout the following in color on white paper:

Clips:

J:\TerryG\Images\Bermuda\Clips\April J:\TerryG\Images\Bermuda\Clips\May J:\TerryG\Images\Bermuda\Clips\June J:\TerryG\Images\Bermuda\Clips\July

Hot Tips:

H:\CLIENTS\Bermuda\Hot Tips\Hot Tips\Quick Deadline Hot Tip The Wall Street Journal.htm H:\CLIENTS\Bermuda\Hot Tips\Hot Tips\Hot Tip Travel + Leisure.htm

Value Blast:

H:\CLIENTS\Agency Wide Releases\Value Blast\2010\7.14.2010\7.14.2010.doc

New Developments release:

H:\CLIENTS\Bermuda\Releases\Releases Approved\Bermuda Showcases Island-Wide New Developments pdf

Endless Summer Release:

H:\CLIENTS\Bermuda\Releases\Releases Approved\Endless Summer Promotion - New Version.pdf

Sizzling Summer Promotion:

H:\CLIENTS\Bermuda\Releases\Releases Approved\Sizzling Summer Promotion - FINAL doc

Perfect 10 Release:

J:\TerryG\lmages\Bermuda\Press Kit\Press Kit\Perfect 10 Winners Release.pdf

Thanks! Please let me know if you need anything else.

Krissy

Kristina Paiz Receptionist Lou Hammond & Associates 39 East 51 Street, New York, NY 10022 Tel: 212-308-8880; Fax: 212-891-0200 www.louhammond.com www.twitter.com/louhammondpr

# **COLOR COPIES FORM (FORM Z)**

<u>**DATE</u>**: 7/13/10 <u>ACCOUNT REP</u>: Κρ</u>

CLIENT CHARGES: BOSMUDA.

LHA CHARGE

DESCRIPTION: BOEMULA JUNO CLIPS FOR ROPORTS.

TOTAL # OF COLOR COPIES: 30

TOTAL COST: \$ 24.00

From:

Kristina Paiz

Sent:

Wednesday, July 14, 2010 9:58 AM

To:

**Gabriel Perez** 

Subject:

FW: June 2010 PR Activity Report

Attachments: Work Form for Office Services (FORM Q) - June report.docm

Hey Gabe,

How are these coming along?

Krissy

From: Kristina Paiz

Sent: Tuesday, July 13, 2010 2:09 PM

To: Gabriel Perez

Subject: RE: June 2010 PR Activity Report

Hello Guys,

Please print the following out in color on white paper.

J:\TerryG\Images\Bermuda\Clips\June

Please print the following on LHA letterhead: H:\CLIENTS\Bermuda\Reports\June 2010.doc

Thanks for all your help!!!!

Krissy

From: Susannah Gregory

Sent: Monday, July 12, 2010 5:48 PM

To: Terry Gallagher Cc: Kristina Paiz

Subject: RE: June 2010 PR Activity Report

K - Krissy, please have the mailroom print the June reports in color and also pull from Burrelles.

I'd like to review by Wednesday.

Thanks, Susannah

Susannah Gregory, Senior Account Executive Lou Hammond & Associates 39 E 51 Street, New York, NY 10022 t: 212-891-0246 f: 212-891-0200 www.louhammond.com www.twitter.com/louhammondpr

# **COLOR COPIES FORM (FORM Z)**

DATE: 7/15/10

ACCOUNT REP: Kristing

CLIENT CHARGES: Bermuda # 222

LHA CHARGE

DESCRIPTION:

TOTAL # OF COLOR COPIES:

Attached

TOTAL COST: \$\\\,\OO

# WORK FORM FOR OFFICES SERVICES (FORM Q)

| Request Date: <u>07.15.10</u>     |   | Client: Bermdua 222                        |                              |  |
|-----------------------------------|---|--|------------------------------|--|
| Account Person: Kristina Paiz     |   | Latest Date Required: 07.15.10             |                              |  |
| Job Description: attached. thanks |   | of the following: value blast, o           | clips, releases and hot tips |  |
| Please mark (X)                   | tasks involved:                                       |  |                              |  |
| Do press kits                     |   | Send out release                           |                              |  |
| Duplicate clips                   |   | Stick labels onto photos                   |                              |  |
| Stuff invitations                 |   | Copy CD/DVD                                |                              |  |
| Other                             | $\boxtimes$   |  |                              |  |
| Job done and dist                 | ributed on 4 <sup>th</sup> & 5 <sup>th</sup> floor    | when necessary. Date:                      |                              |  |
| Original and extra                | a copies received by:                                 | Signature of Account Person                | on .                         |  |
| Please sign below                 | v if appropriate:                                     |  |                              |  |
|                                   | ld be less than two days' ce, time and one-half cos   | notice for 100 copies/pieces of to client. | or more. If less than two    |  |
|                                   |   | Account Per                                | rson                         |  |
|                                   | ne week notice required for ce, time and one-half cos | or duplication of 20 clips or m            | nore. If less than five      |  |
|                                   |   | Account Per                                | rson                         |  |

From:

Kristina Paiz

Sent:

Thursday, July 15, 2010 4:54 PM

To:

Gabriel Perez

Subject:

copies

Importance: High

Jioh

Attachments: HOT TIPS - Bermuda.doc; Work Form for Office Services (FORM Q) - results.docm

MORE copies. 
© Emily needs these as soon as possible. She will grab them when they are finished printing!

Please print out the following and attached in color on white paper:

Releases

H:\CLIENTS\Bermuda\Releases\Releases Approved\BDOT Marketing Release - FINAL 6.1.10.doc H:\CLIENTS\Bermuda\Releases\Releases Approved\Red Sox Bermuda Promotion.doc

-- )\_

Value Blast

H:\CLIENTS\Agency Wide Releases\Value Blast\2010\4.28.10\4.28.10 Blast.doc

- 2

Clips

J:\TerryG\lmages\Bermuda\Clips\July\WSJ Bermuda 07.15.10.jpg

J:\TerryG\lmages\Bermuda\Clips\July\Hotel Business Bermuda 07.14.10.jpg

- 2

Value Blast Result - Clips:

J:\TerryG\lmages\Bermuda\Clips\May\T+L.com Bermuda 05.05.10.jpg

Thanks again guys!!!

Kristina Paiz
Receptionist
Lou Hammond & Associates
39 East 51 Street, New York, NY 10022
Tel: 212-308-8880; Fax: 212-891-0200
www.louhammond.com
www.twitter.com/louhammondpr

# **COLOR COPIES FORM (FORM Z)**

DATE: 7/15/10

ACCOUNT REP: Kristina Paiz

CLIENT CHARGES: PROGRAMME # 222

LHA CHARGE

DESCRIPTION: Attached

TOTAL # OF COLOR COPIES:

TOTAL COST: \$\\ 2.000

From:

Kristina Paiz

Sent:

Thursday, July 15, 2010 4:55 PM

To:

Gabriel Perez

Subject:

FW: Bermuda's Industry Night

Importance: High

Attachments: Brides com Love Truck PR NEWSWIRE RELEASE.doc

Can you please print this one out as well!

Thanks!

From: Michelle Horn

Sent: Thursday, July 15, 2010 4:01 PM

To: Kristina Paiz Cc: Emily Santos

Subject: RE: Bermuda's Industry Night

New one! Thank you!

Michelle Horn, Account Supervisor Lou Hammond & Associates 39 E 51st St, New York, NY 10022 t: 212-891-0266 f: 212-891-0200 www.louhammond.com www.twitter.com/louhammondpr

From: Michelle Horn

Sent: Thursday, July 15, 2010 3:59 PM

To: Kristina Paiz Cc: Emily Santos

Subject: Bermuda's Industry Night

Hi Krissy,

Can you please add the attached Love Truck release to the releases we need as jpgs and send to the mailroom for printing? Thank you!

Michelle

Michelle Horn, Account Supervisor Lou Hammond & Associates 39 E 51st St, New York, NY 10022 t: 212-891-0266 f: 212-891-0200 www.louhammond.com www.twitter.com/louhammondpr

# **COLOR COPIES FORM (FORM Z)**

DATE: 7/16/10

ACCOUNT REP: Emily Santos
CLIENT CHARGES: Bernida

LHA CHARGE

**DESCRIPTION:** 

TOTAL # OF COLOR COPIES:

TOTAL COST: #4.00

From: Emily Santos

**Sent:** Friday, July 16, 2010 12:23 PM

To: Gabriel Perez

Subject: Final Color Copies - thanks!

## Hi Carlos:

Please find the four remaining color copies we need. I'll come and grab them once finished. Thanks!!

J:\TerryG\Images\Bermuda\Plans - Presentations\Industry Night - July 2010\Bermuda Coverage Report - Press Releases.ppt

J:\TerryG\Images\Bermuda\Plans - Presentations\Industry Night - July 2010\Bermuda Coverage Report -Hot Tips.ppt

J:\TerryG\Images\Bermuda\Plans - Presentations\Industry Night - July 2010\Bermuda Coverage Report -Other Media Coverage.ppt

 $\label{lem:linear_lin$ 

Emily Santos, Vice President Lou Hammond & Associates 39 E 51st St, New York, NY 10022 t: 212-891-0241 f: 212-891-0200 www.louhammond.com www.twitter.com/louhammondpr

# **COLOR COPIES FORM (FORM Z)**

DATE: 7/16/10

ACCOUNT REP: EMPLY SONTOS

CLIENT CHARGES: BOINGLA

LHA CHARGE

DESCRIPTION: Color Print OF RelocSOS.

TOTAL # OF COLOR COPIES: /O

From:

**Emily Santos** 

Sent:

Friday, July 16, 2010 9:42 AM

To:

Gabriel Perez

Cc:

Michelle Horn

Subject:

Color Copies

Importance: High

Attachments: HOT TIPS - Bermuda.doc; Work Form for Office Services (FORM Q) - results.docm

#### Hi Gabe and Carlos:

See below - these are the copies we still need (one attachment and several hyperlinks below highlighted in yellow). Thanks!!

From: Kristina Paiz

Sent: Thursday, July 15, 2010 4:54 PM

To: Gabriel Perez Subject: copies Importance: High

MORE copies. © Emily needs these as soon as possible. She will grab them when they are finished printing!

Please print out the following and attached in color on white paper:

#### Releases

H:\CLIENTS\Bermuda\Releases\Releases Approved\BDOT Marketing Release - FINAL 6.1.10.doc

H:\CLIENTS\Bermuda\Releases\Releases Approved\Red Sox Bermuda Promotion.doc

H:\CLIENTS\Agency Wide Releases\Value Blast\2010\4.28.10\4.28.10 Blast.doc

## Clips

J:\TerryG\lmages\Bermuda\Clips\July\WSJ Bermuda 07.15.10.jpg

J:\TerryG\Images\Bermuda\Clips\July\Hotel Business Bermuda 07.14.10.jpg

Thanks again guys!!!

Kristina Paiz Receptionist Lou Hammond & Associates 39 East 51 Street, New York, NY 10022 Tel: 212-308-8880; Fax: 212-891-0200 www.louhammond.com www.twitter.com/louhammondpr

# WORK FORM FOR OFFICES SERVICES (FORM Q)

| Request Date: <u>07.15.10</u>     |  | Client: Bermdua 222                             |                              |  |  |
|-----------------------------------|--|---|------------------------------|--|--|
| Account Person: Kristina Paiz     |  | Latest Date Requir                              | ed: <u>07.15.10</u>          |  |  |
| Job Description: attached, thanks |  | of the following: value blast, o                | clips, releases and hot tips |  |  |
| Please mark (X)                   | tasks involved:                                      |   |                              |  |  |
| Do press kits                     |  | Send out release                                |                              |  |  |
| Duplicate clips                   |  | Stick labels onto photos                        |                              |  |  |
| Stuff invitations                 |  | Copy CD/DVD                                     |                              |  |  |
| Other                             |  |   |                              |  |  |
| Job done and dist                 | ributed on 4 <sup>th</sup> & 5 <sup>th</sup> floor   | when necessary. Date:                           |                              |  |  |
| Original and extra                | a copies received by:                                |   |                              |  |  |
|                                   |  | Signature of Account Person                     | on .                         |  |  |
| Please sign below                 | v if appropriate:                                    |   |                              |  |  |
|                                   | eld be less than two days' ce, time and one-half cos | notice for 100 copies/pieces of to client.      | or more. If less than two    |  |  |
|                                   |  | Account Pe                                      | rson                         |  |  |
|                                   | ne week notice required foce, time and one-half cos  | or duplication of 20 clips or m<br>t to client. | nore. If less than five      |  |  |
|                                   |  | Account Per                                     | rson                         |  |  |

CEIENT: Bernico # 222

HONTH: JUL

# PROTOCOPYING, HON HATLABLE ITERS

| 2 <u>11/3</u> /10                 | JUNE 2010 Reports (Attached) | RELEASES | PAGES | PAPER LHA CLIENT  2.88 |
|-----------------------------------|------------------------------|----------|-------|------------------------|
|                                   |                              |          |       |                        |
|                                   |                              |          | -     |                        |
|                                   |                              |          |       |                        |
| mentalistica<br>,<br>mentalistica | TOTAL:\$24.32                |          |       |                        |
|                                   |                              |          |       |                        |
|                                   |                              |          | ·     |                        |
|                                   |                              |          |       |                        |
|                                   |                              |          |       |                        |

From:

Kristina Paiz

Sent:

Tuesday, July 13, 2010 2:09 PM

To:

Gabriel Perez

Subject:

RE: June 2010 PR Activity Report

Attachments: Work Form for Office Services (FORM Q) - June report.docm

Hello Guys,

Please print the following on LHA letterhead: <u>H:\CLIENTS\Bermuda\Reports\June 2010.doc</u>

- 18 BOW

Thanks for all your help!!!!

Krissy

From: Susannah Gregory

Sent: Monday, July 12, 2010 5:48 PM

To: Terry Gallagher Cc: Kristina Paiz

Subject: RE: June 2010 PR Activity Report

K – Krissy, please have the mailroom print the June reports in color and also pull from Burrelles. I'd like to review by Wednesday.

Thanks, Susannah

Susannah Gregory, Senior Account Executive Lou Hammond & Associates 39 E 51 Street, New York, NY 10022 t: 212-891-0246 f: 212-891-0200 www.louhammond.com www.twitter.com/louhammondpr

| •      | •      | 1     |  |
|--------|--------|-------|--|
| CEIENT | · Roci | MudA. |  |
|        | ·/_/   |       |  |

| HONTH: | J0/4 |
|--------|------|
|        |      |

# PHOTOCOPYING, NON HATLABLE ITEMS

| DESCRIPTION               | RELEASES PAGES | PAPER<br>LHA CLIENT                     |
|---------------------------|----------------|---|
| Boranda June 2010 Reports | <u>2</u> 67    | <u> 21.4</u>                            |
|                           |                |   |
| TOtal \$ 21.44            |                |   |
|                           |                |   |
|                           |                | · · · · · · · · · · · · · · · · · · ·   |
|                           |                |   |
|                           |                | *************************************** |
|                           |                |   |
|                           |                | *************************************** |
|                           |                |   |
|                           |                |   |

# LABOR FORM

| DATE 7/12/10   | CLIENT_  | Bormuda-22   |
|--|--|--|
| ,  |  |  |
| SUBJECT: Der MULA Press  | Kit o  | nto cD   |
| on the state of th | erandenski je doktorik i neje nijam dva se trosom i biljan, ca | and the state of t |
| TOTAL HOURS: 1/2 = 10 1°   | 7.00   |  |
| DESCRIPTION (Please check [ ] tasks involved   | 1)   |  |
| 1. Collating and stuffing releases into press kit covers   | ,brochures   | ,photos  |
| 2. Collating and stuffing releases and invitations into envelo   |  | , photos   |
| 3. Stick labels onto envelopes   |  |  |
| 4. Stick labels onto photos  |  |  |
| 5. Stick photos onto caption sheets  |  |  |
| 6. Copy press clips (Organize in chron   | ological order   | [optional])  |
| 7. Binding   |  |  |
| 8. Putting signatures on letters/ Match  | ing namés of en  | velopes with letters   |
| 9. Write out on P-touch tape and stick   | onto index tab   | <b>8</b>   |
| 10. Set up the sixth floor (includes deck  | )  | ÷  |
| 11. Wrap gifts (includes wrapping and t  | ie ribbons)  |  |
| 12. Set up gift bags (includes putting tis   | sue and everyth  | ing inside)  |
| 13. Outside job (Helping out in press eve  | ents, etc)   |  |
| 14. Other:   | •  |  |
|  |  |  |
|  |  |  |
|  |  | and the state of t |

From: Susannah Gregory

Sent: Monday, July 12, 2010 1:34 PM

To: Gabriel Perez

Subject: press kit

## J:\TerryG\Images\Bermuda\Press Kit

Katie is coming down with the disc – please make one copy for Bermuda.... Thx!

Susannah Gregory, Senior Account Executive Lou Hammond & Associates 39 E 51 Street, New York, NY 10022 t: 212-891-0246 f: 212-891-0200 www.louhammond.com www.twitter.com/louhammondpr

## LABOR FORM

| DATE 7/21/10 CLIENT BOLLUCIA   |
|--|
|  |
| SUBJECT: Berluda June Reports  |
| 74 211 CC  |
| TOTAL HOURS: 1 1/1. = 34.00  |
| DESCRIPTION (Please check [ ] tasks involved)  |
|  |
| 2. Collating and stuffing releases, brochures, photos and invitations into envelopes |
| 3. Stick labels onto envelopes   |
| 4. Stick labels onto photos  |
| 5. Stick photos onto caption sheets  |
| 6. Copy press clips (Organize in chronological order [optional])                     |
| 7. Binding   |
| 8. Putting signatures on letters/ Matching names of envelopes with letters           |
| 9. Write out on P-touch tape and stick onto index tabs                               |
| 10. Set up the sixth floor (includes deck)   |
| 11. Wrap gifts (includes wrapping and tie ribbons)                                   |
| 12. Set up gift bags (includes putting tissue and everything inside)                 |
| 13. Outside job (Helping out in press events, etc)                                   |
| 14. Other:   |
|  |
|  |

Page: 1

Date: AUG 17 2010

Time: 12:13P

Station:

#### Account Summary - JAN 05 2010 to JAN 04 2011

| Account      | Pieces   | Postage | Surcharge | <u>Total</u> |            |
|--------------|----------|---------|-----------|--------------|------------|
| 222          | 2        | 14.910  | 0.000     | 14.910       |            |
| Grand Total: | 2<br>2   | 14.910  | 0.000     | 14.910       | : 12 12 12 |
|              | End of R | eport   |           |              |            |

| RUSH PICK-UP *10% EXTRA COST  | 11:00 AM PICK-UP                  | 3:00 PM PICK-UP    |
|-------------------------------|-----------------------------------|--------------------|
| RUSH DELIVERY *10% EXTRA COST | 11:00 AM DELIVERY                 | 3:00 PM DELIVERY   |
|                               |                                   | \$ 15,00           |
|                               | LOU HAMMOND & ASSOCIA             | TES HT 9,00        |
|                               | DELIVERIES/PICKUPS (FOR           | MR) TOTAL, \$79,00 |
|                               | DATE: 716/10                      | I                  |
| CHARGE: LHA                   | D CLIENT: BEM                     | nuda # 222         |
| TO/FROM: Name                 | SNUHL TEL:                        |                    |
| COMPANY: Bemud                | ba Dept of To                     | Wrism              |
| ADDRESS:                      | Third Award e floor and/or suite) |                    |
| FROM (ACCT. PERSON): _        | Mary M                            |                    |
| SPECIAL INSTRUCTIONS:         |                                   |                    |
| BILLING DESCRIPTION:          | ,                                 |                    |
| RECEIVED:                     |                                   |                    |
| SIGNATURE:                    | TIME:_                            |                    |
| PRINT LAST NAME:              |                                   |                    |
| DELIVERED/PICKED UP B         | Y:                                |                    |
| NO. TOKENS USED OR CA         | B FARE:                           |                    |

| RUSH PICK-UP *10% EXTRA COST         | 11:00 AM PICK-UP                         | 3:00 PM PICK-UP    |
|--------------------------------------|--|--------------------|
| RUSH DELIVERY *10% EXTRA COST        | 11:00 AM DELIVER                         | Y 3:00 PM DELIVERY |
|                                      |  | \$ 19.00           |
|                                      | LOU HAMMOND & ASS                        | OCIATES            |
|                                      | DELIVERIES/PICKUPS                       |                    |
|                                      | DATE: 7/9/10                             | )                  |
| CHARGE: LHA                          | CLIENT: 2                                | 22                 |
| TO/FROM: Nicholas k                  | Ling tel                                 | : 10410-329-3538   |
| COMPANY: i Crossing                  |  |                    |
| ADDRESS: 200 Park<br>(please include | Avenue South; 2nd le floor and/or suite) | F1092              |
| FROM (ACCT. PERSON):                 | <u>Susa</u> nnah oregory                 |                    |
| SPECIAL INSTRUCTIONS                 | : Pleasedelivers Di                      | up to Nichaas king |
| BILLING DESCRIPTION                  | :  |                    |
| RECEIVED:                            |  |                    |
| SIGNATURE:                           | <u> </u>                                 | IME:               |
| PRINT LAST NAME:                     |  |                    |
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| NO. TOKENS USED OR C                 | AB FARE:                                 |                    |

|      | RUSH PICK-UP *10% EXTRA COST  | 11:00 AM PICK-UI            |                        | 3:00 PM PICK-UP  |
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|      | RUSH DELIVERY *10% EXTRA COST   | 11:00 AM DELIVE             | ery 🖂                  | 3:00 PM DELIVERY   |
| 4    |   | LOU HAMMOND                 | <u>&amp; ASSOCIATI</u> | \$\\\\\\\\\\\\\\\\\\\\\\\\\\\\\\\\\\\\\  |
| الري |   | DELIVERIE:                  | S/PICKUPS (FO          | ORM U)   |
|      |   |                             |                        | E: <u>07.13.10</u>   |
|      | CHARGE:   | CLIENT:                     |                        |  |
|      | TO/FROM: <u>Ann Shutte</u><br>Name  |                             | TEL: 212-              | <u>818-9800</u>  |
|      | COMPANY: Bermuda Dep  | artment of Tourism          |                        |  |
|      | ADDRESS: Bermuda Depa<br>675 Third Avenue, 20th Floo<br>New York, New York 10017<br>(please include | <u>or</u>                   |                        |  |
|      | FROM (ACCT. PERSON):  | Kristina Paiz               |                        |  |
|      | SPECIAL INSTRUCTIONS  | : Please send the poster to | Ann listed abov        | e. thanks!   |
|      | BILLING DESCRIPTION   | : Bermdua 222               |                        |  |
|      | RECEIVED: SIGNATURE:  | 7.0                         | _TIME:                 |  |
|      | PRINT LAST NAME:  |                             |                        |  |
|      | DELIVERED/PICKED UP I   | 3Y:                         |                        |  |
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|---|----------------------------|--------------------------|
| RUSH DELIVERY *10% EXTRA COST   | 11:00 AM DELIVERY          | 3:00 PM DELIVERY         |
|   |                            | \$ 15.00                 |
|   | LOU HAMMOND & ASSO         | CIATES                   |
|   | DELIVERIES/PICKUPS (F      | ORM R)                   |
|   | DATE: <u>7.9.2010</u>      |                          |
| CHARGE: LHA   | CLIENT: _222               |                          |
| TO/FROM: <u>Ticole Swan</u><br>Name                                   |                            | TEL: <u>212-818-9800</u> |
| COMPANY: Bermuda Dep  | artment of Tourism         |                          |
| ADDRESS: 675 Third Ave<br>New York, New York 10017<br>(please include |                            |                          |
| FROM (ACCT. PERSON):  | Susannah Gregory           |                          |
| SPECIAL INSTRUCTIONS  | : Please pick-up from BDOT |                          |
| BILLING DESCRIPTION   | :                          |                          |
| RECEIVED:   |                            |                          |
| SIGNATURE:  | MIT                        | ME:                      |
| PRINT LAST NAME:  |                            |                          |
| DELIVERED/PICKED UP I   | 3Y:                        | A                        |
| NO. TOKENS USED OR CA   | AB FARE:                   |                          |

#### **Gabriel Perez**

From:

Susannah Gregory

Sent:

Friday, July 09, 2010 9:45 AM

To:

Gabriel Perez

Subject:

courier

Attachments: Delivery Form (Form R) 7.9.10.doc

#### Hi guys:

Please find attached a courier form for a box to be picked up this morning from Bermuda's offices. The box includes items for 15 gifts bags so shouldn't be too large/heavy. THX

Susannah Gregory, Senior Account Executive Lou Hammond & Associates 39 E 51 Street, New York, NY 10022 t: 212-891-0246 f: 212-891-0200 www.louhammond.com www.twitter.com/louhammondpr

| RUSH PICK-UP *10% EXTRA COST   | 11:00 AM PICK-UP         | 3:00 PM PICK-UP          |
|--|--------------------------|--------------------------|
| RUSH DELIVERY *10% EXTRA COST  | 11:00 AM DELIVERY        | 3:00 PM DELIVERY         |
|  | LOU HAMMOND & ASSO       | CIATES                   |
|  | DELIVERIES/PICKUPS (F    | ORM R)                   |
|  | DATE: <u>7.9.2010</u>    |                          |
| CHARGE: LHA  | CLIENT: _222             |                          |
| TO/FROM: <u>Ticole Swan</u><br>Name                                    | ·                        | TEL: <u>212-818-9800</u> |
| COMPANY: Bermuda Depa  | artment of Tourism       |                          |
| ADDRESS: 675 Third Aver<br>New York, New York 10017<br>(please include |                          |                          |
| FROM (ACCT. PERSON):   | Susannah Gregory         | 72                       |
| SPECIAL INSTRUCTIONS:  | Please pick-up from BDOT | NSD/CES/RE<br>2010 DEC   |
| BILLING DESCRIPTION:   |                          | 30 F                     |
|  |                          | REGISTRATION UNI         |
| RECEIVED: 380  | 8920TIM                  | TE:                      |
| PRINT LAST NAME:   |                          |                          |
| DELIVERED/PICKED UP B  | Y:                       |                          |
| NO. TOKENS USED OR CA  | B FARE:                  |                          |



### LOU HAMMOND & ASSOCIATES, INC.

39 East 51st Street, New York, NY 10022-5901 • 212-308-8880 • Fax 212-891-0200 • e-mail IIn@lliamimond.com www.louhammond.com

Bill To

C. Ann Shutte
Director of Global Operations
BERMUDA DEPARTMENT OF TOURISM
675 Third Avenue 20th Floor
New York, NY 10017

## Invoice

Date Invoice # 9/24/2010 33229

FOR: Out-of-pocket expenses incurred on your behalf during the month of August.

| ltem                   | Description   | Amount                     |
|------------------------|---|----------------------------|
| Printing               | Create name tags and place cards for Toronto media luncheon                                     | 24.00                      |
| Postage Fees           | Postage   | 30.24                      |
| Printing               | Copy July 2010 Reports  | 43,84                      |
| Printing               | Copy July 2010 Burrelles clips  | 1000                       |
| Printing               | Color copies of July clips for reports  | 24580                      |
| Printing               | Color copies of name tags for event   | 2010 DEC 30                |
| Printing               | Color copies of menu cards for event  | m 13-90                    |
| Accommodations.        | Long-distance telephone   | 34.02°                     |
| Printing.              | Color copies of clips   | $\omega_{32\overline{2}5}$ |
| Printing               | Burn press kit onto flash drives for event  | 34.00                      |
| Printing:              | Assemble gift bags, name badges and menu cards for event  |                            |
| Printing               | Copy press clips and bind July 2010 Reports   | S 85,00<br>51,00           |
| Printing               | 40 name tags plastic holders @ \$1.00   | ₹ 40 <u>00</u>             |
| Accommodations         | Foreign transaction fee on Emily Santos' credit card statement, charges from July               | 26.15                      |
|                        | Integrated Meeting and Bermuda Industry Night business trip                                     | 39 E                       |
| Accommodations         | Cell phone roaming charge for Emily Santos during Bermuda Industry Night and Integrated Meeting | 39 26 E                    |
| Accommodations         | Expenses for Michelle Horn re Toronto Bermuda media event: taxis, NJ Transit, hôtel             | 296.21                     |
| Accommodations         | Copley Square security guard for August 23 promotional event                                    | 123.20                     |
| Airfare                | Roundtrip airfare for journalist Sarah Plummer  | 391.71                     |
| Airfare                | Roundtrip airfare for radio host Kal London   | 486.50                     |
| Airfare                | Roundtrip airfare for journalists Anita Draycott and Margaret Swaine                            | 941.88                     |
| Accommodations         | Business Center services at Fairmont Copley for Susannah Gregory                                | 31.50                      |
| Accommodations         | Expenses for Susannah Gregory re Böston event: taxis, meals                                     | 125.78                     |
| Subsistence            | Sassafraz Restaurant costs for Toronto media luncheon   | 2,591.70                   |
| Airfare                | Roundtrip Amtrak train fare for Terry Gallagher for Boston Red Sox events                       | 190.00                     |
| Airfare                | Roundtrip airfare for Michelle Horn and Terence Gallagher for Toronto media luncheon            | 669.50                     |
| Postage                | FedEx package   | 17.64                      |
| Postage                | FedEx package   | 170.15                     |
| Local Travel           | Car service for Michelle Horn and Émily Santos  | 263.67                     |
| Publications           | BurrellesLuce press clipping service  | 750.97                     |
| Local Travel           | Car service for Terence Gallagher from Newark airport to home re Toronto event                  | 148.35                     |
| Payable within 30 day. | s of invoice. A charge of 1.5% per month will be made thereafter.                               | Γotal                      |
|                        | Page 1  | iotai                      |

| Bill To                    | , : . |                     |     |   |
|----------------------------|-------|---------------------|-----|---|
| C. Ann Shutte:             |       | V 12                |     |   |
| Director of Global Operati |       |                     |     |   |
| BERMUDA DEPÄRTME           | NT OF | TOURISM             | 曲点识 |   |
| 675 Third Avenue 20th Flo  | oor . |                     |     |   |
| New York, NY 10017         |       |                     |     |   |
|                            |       | n neste<br>Timberia |     | - |

## Invoice

Date | Ir

Invoice #

FOR: Out-of-pocket expenses incurred on your behalf during the month of August.

| Item                                 | Description  | Amount                     |
|--------------------------------------|--|----------------------------|
| Airfare<br>Airfare<br>Accommodations | Roundtrip airfare for journalist Anthony Leodora Roundtrip airfare for journalist James Hennessey Venue deposit for August 12 Toronto Bermuda media luncheon | 299.40<br>398.50<br>420.00 |
|                                      |  |                            |
|                                      |  |                            |
|                                      |  |                            |
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|                                      |  |                            |
|                                      |  |                            |
| yable within 30 days                 | of invoice. A charge of 1.5% per month will be made thereafter.  | Total \$8,804.4            |
|                                      | Page 2   | Total \$8,804.43           |

#### WORD PROCESSING – NON-RELEASE August 2010 BERMUDA DEPARTMENT OF TOURISM – 222

| DESCRIPTION OF WORK   | TIME TO HANDLE | DOLLAR AMOUNT |
|---|----------------|---------------|
| Create name tags and place cards for Toronto media luncheon | 30 minutes     | \$ 24.00      |
|   |                | \$ 24.00      |

Page: 1

Date: SEP 01 2010

Time: 2:18P

Station:

#### Account Summary - JAN 05 2010 to JAN 04 2011

| Account      | Pieces         | Postage | Surcharge | Total  |      |
|--------------|----------------|---------|-----------|--------|------|
| 222          | 2.             | 30.240  | 0.000     | 30.240 |      |
| Grand Total: | 2<br>End of Re | 30.240  | 0.000     | 30.240 | ==== |

CLIENT: BOYMUNDA 222

HONTH: August

#### PHOTOCOPYING, NON KAILABLE ITEMS

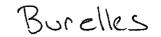
| BIS 10      | BOIMURD JULY 2010 Reports. | RELEASES PAGES |  |
|-------------|----------------------------|----------------|--|
|             |                            |                |  |
|             | Total = \$ 43.84           |                |  |
|             |                            |                |  |
|             |                            |                |  |
|             |                            |                |  |
|             |                            |                |  |
| _           |                            |                |  |
| <del></del> |                            |                |  |

## CEIENT: Bernuda # 222

HONTH: August

#### PHOTOCOPYING, NON KAILABLE ITEKS

| ZATE                                    | DESCRIPTION        | RELEASES   | PAGES                                   | PAPER<br>LKA CLIENT   |
|---|--------------------|--|---|---|
| 8/18/10                                 | July 2010 Burelles |  | 252                                     | ~ 40.32   |
| •                                       |                    | And the Control of th |   |   |
|   |                    |  |   |   |
|   | (total = \$40.32)  |  |   |   |
| <del>eminate majo</del>                 |                    | -  | *************************************** | - Additional Control of the Control |
| · managaranyine                         |                    |  |   |   |
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|   |                    | **************************************   | *                                       |   |
| •                                       |                    |  | And the second second                   | **************************************  |
|   |                    |  |   |   |



C:\Documents and Settings\kristinap\My Documents\Bermuda July 2010.pdf

Kristina Paiz
Receptionist
Lou Hammond & Associates
39 East 51 Street, New York, NY 10022
Tel: 212-308-8880; Fax: 212-891-0200
www.louhammond.com
www.twitter.com/louhammondpr

## **COLOR COPIES FORM (FORM Z)**

DATE: 8/18/10

ACCOUNT REP:

CLIENT CHARGES: BANDO

LHA CHARGE

Color print OF Bornida July Clips Pola Reports

TOTAL # OF COLOR COPIES: 3 /

TOTAL COST: \$24.80

#### **Gabriel Perez**

From:

Kristina Paiz

Sent:

Wednesday, August 18, 2010 9:33 AM

To:

**Gabriel Perez** 

Subject:

FW: Color Print-outs

Attachments: Work Form for Office Services (FORM Q) - Bermdua July clips doc

Gabe-thanks for the prints! Here is the link to Burelles. I hope this works!

J:\TerryG\lmages\Bermuda\Clips\July\Bermuda July 2010.pdf

From: Kristina Paiz

Sent: Tuesday, August 17, 2010 1:50 PM

To: Gabriel Perez

Subject: FW: Color Print-outs

Hey Guys!

Just wanted to follow up on the below request and see where we stand.

Thanks.

Krissy

From: Kristina Paiz

Sent: Monday, August 16, 2010 4:07 PM

To: Gabriel Perez Subject: Color Print-outs

Hey Guys,

Please print these out in color - thanks!!

-31 color. For the clips, there are duplicates, please only print out one of each: J:\TerryG\Images\Bermuda\Clips\July

Burelles:

C:\Documents and Settings\kristinap\My Documents\Bermuda July 2010.pdf

Kristina Paiz Receptionist Lou Hammond & Associates 39 East 51 Street, New York, NY 10022 Tel: 212-308-8880; Fax: 212-891-0200 www.louhammond.com

www.twitter.com/louhammondpr

## **COLOR COPIES FORM (FORM Z)**

DATE: 8/11/10

ACCOUNT REP: Michelle Horn

CLIENT CHARGES: Bernuda # 222

LHA CHARGE

DESCRIPTION: Attached Name Badges - media event my

TOTAL # OF COLOR COPIES:

TOTAL COST: \$4,00



## Betsy Andrews SAVEUR



## Terence Baker AAA CAR & TRAVEL



Verky Arcos



Jacqueline Gifford BRIDES



Kathy Baruffi



Laurie Werner FORBESLIFE



Bruce
Serlen
HOTEL BUSINESS



Grace Bastidas



## Chelsea Emery REUTERS



## Joe Pike TRAVEL AGENT



Keija Minor UPTOWN



Tom
Claire
LADIES' HOME
JOURNAL



Jill Fergus AMERICAN WAY



Thomas
Farley
NY INSIDER TV



Andrea
Minarcek
BUDGET TRAVEL



Billy
Griffith
BERMUDA DEPT. OF
TOURISM



# Ann Shutte BERMUDA DEPT. OF TOURISM



Susannah
Gregory
LOU HAMMOND &
ASSOCIATES



Emily
Santos
LOU HAMMOND &
ASSOCIATES

BERMUDA

field the lister



## Terry Gallagher LOU HAMMOND & ASSOCIATES



Michelle
Horn
LOU HAMMOND &
ASSOCIATES



Lou
Hammond
LOU HAMMOND &
ASSOCIATES





# Molly Moker FODOR'S TRAVEL PUBLICATIONS



feel the laste .

Molly
Fergus
SHERMAN'S TRAVEL
MEDIA





# Alison Humes CONDÉ NAST TRAVELER









### **COLOR COPIES FORM (FORM Z)**

DATE: 8/11/10

ACCOUNT REP: Michelle Han

CLIENT CHARGES: BROWN # 222

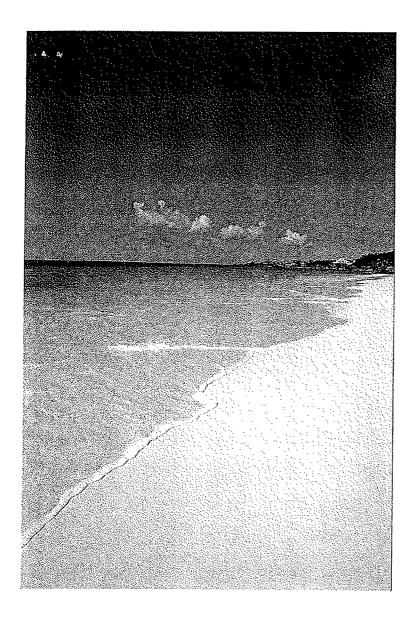
LHA CHARGE

DESCRIPTION: Menu conds for event-MT

TOTAL # OF COLOR COPIES:

13

TOTAL COST: \$\B\3,\implies





DATE OF INVOICE INVOICE PERIOD 09.15.10 08.15.10 - 09.14.10 INVOICE NUMBER ACCOUNT NUMBER PAGE 52578141 4358104 87

| LONGIN   | STAN   | CEOUT     | COING CALL            | DETAIL /  | ONT    | DV-//259 | 104 LOLLHA | MMOND & ASSO                           | CIATES    |
|--|--------|-----------|-----------------------|-----------|--------|----------|------------|--|-----------|
| 222  | -AIAIA |           | P-Place-United        | A Mau A   |        |          |            | III. III. III. III. III. III. III. III | AVIABLEDA |
| (212) 542-   | 9930   |           |                       |           |        |          |            |  |           |
| REFERENCE  | DATE   | TIME      | # CALLED              | LOCATION  |        | MINUTES  | AMOUNT     |  |           |
| 17831649316  | 08/16  | 12:01 PM  | 404 920-6699          | ATLANTA   | ,GA    | 21.9     | 0.0000     |  |           |
| 430826427  | 08/18  | 04:27 PM  | 416 925-1437          | TORONTO   | ,ON :: | 1.1      | 0.0800     |  |           |
| 432775755  | 08/27  | 10:25 AM  | 441 292-0023          | DEVONSH   | RE.BM  | 5.1      | 0.8700     |  |           |
| 432775755  | 08/27  | 10:59 AM. | 441 332-1444          | HAMILTON  | .am.   | 1.0      | 0.1700     |  |           |
|  |        |           | 416 964-2222          | TORONTO   |        | 1.5      | 0.1100     |  |           |
|  |        |           | and the second second | HAMILTON  |        | 0.9      | .0.1600    |  |           |
| A Committee of the comm |        |           | 441 292-9544          | DEVONSH   | , ( )  | 17.9     | 3.0500     |  |           |
|  |        |           | 441 295-2127          | DEVONSH   |        | 0.7      | 0.1200     |  |           |
|  |        |           | 442079538776          | UNITED LC | -      | 14.5     | 0.4400     |  |           |
| and the second   |        |           | 386 255-7538          | DAYTONA   |        | 20.3     | 0.0000     |  |           |
| 1.120  |        |           | 441 292-5665          | DEVONSH   |        | 1.3      | 0.2300     |  |           |
| *  |        |           | 626 644-3744          | PASADEN/  |        | 13.9     | 0.0000     |  |           |
|  |        |           | 441 295-7452          | DEVONSH   |        | 4.8      | 0.8200     |  |           |
|  |        |           | 404 920-6699          | ATLANTA   |        | 0.6      | 0.0000     |  |           |
| 433939388  |        |           |                       | DEVONSHI  |        | 1.0      | 0.1700     |  |           |
| 434709293  |        |           | 441 333-5555          | HAMILTON  |        | 11.5     | 1.9600     |  |           |
| 434709293  |        |           | 441 295-7452          | DEVONSHI  | •      | 0.7      | 0.1200     |  |           |
| 434709293  | 09/07  | 04:46 PM  | 441 295-8176          | DEVONSHI  |        | 1.6      | 0.2800     |  |           |
| 18011470022  | 09/08  | 02:00 PM  | 404 920-6699          | ATLANTA   | .GA    | 11.4     | 0.0000     |  |           |
| 435125208  | 09/08  | 02:05 PM  | 441 295-8176          | DEVONSHI  | RE.BM  | 93.7     | 15.9300    |  |           |
| 18011470020  | 09/08  | 02:13 PM  | 404 920-6699          | ATLANTA   | ,GA    | 15.9     | 0.0000     |  |           |
| 435125208  | 09/08  | 03:50 PM  | 441 333-5555          | HAMILTON  |        | 2.3      | 0.4000     |  |           |
| 435125208  | ٠,     |           |                       | HAMILTON  |        | 0.7      | 0.1200     |  |           |
| 435125208  | 09/08  | 04:05 PM  | 441 333-5555          | HAMILTON  | вм     | 0.5      | 0.0900     |  |           |
| 435300476  | 09/09  | 09:20 AM  |                       | TORONTO   |        | 0.9      | 0.0700     |  |           |
|  |        |           | 416 443-4383          | TORONTO   |        | 0.9      | 0.0700     |  |           |
| 435300476  | 09/09  | 11:07 AM  | 416 384-6277          | TORONTO   |        | 0.9      | 0.0700     |  |           |
| 435392094  | 09/09  | 01:51 PM  | 441 295-8176          | DEVONSHI  |        | 2.6      | 0.4500     |  |           |
| 435392094  | 09/09  | 01:58 PM  | 441 295-8176          | DEVONSHI  |        | 0.5      | 0.0900     |  |           |
|  |        | 10:41 AM  | 416 521-6432          | TORONTO   | ON     | 3.1      | 0.2200     |  |           |
| 18029274767  | 09/10  | 03:00 PM  | 209 647-1000          | MANTECA   |        | 12.2     | 0.0000     |  |           |
| 8029274756   | 09/10  | 03:36 PM  | 209 647-1000          | MANTECA   | ,CA    | 23.9     | 0.0000     |  |           |
| 435470759  | 09/10  | 04:42 PM  | 416 384-6277          | TORONTO   |        | 0.5      | 0.0400     |  |           |
| 436265813  | 09/14  | 11:16 AM  | 416 368-2511          | TORONTO   |        | 12.8     | 0.8900     |  |           |
| 8054862904   | 09/14  |           | 209 647-1000          | MANTECA   |        | 26.0     | 0.0000     |  |           |
| 436265813  |        |           | 416 368-2511          | TORONTO   |        | 0.8      | 0.0600     |  |           |
|  |        |           | 416 368-2511          | TORONTO   |        | 10.3     | 0.7200     |  |           |
| Total for: (   |        |           | ••                    | 37 Calls  |        | 340.2    |            |  |           |
| Total for: 222   | 2      | 117       |                       | 37 Calls  |        | 340.2    |            |  |           |

## **COLOR COPIES FORM (FORM Z)**

8/16/10 DATE:

ACCOUNT REP:

Kristina P

CLIENT CHARGES: Bernuda # 222

LHA CHARGE

**DESCRIPTION:** 

Attached

**TOTAL # OF COLOR COPIES:** 

TOTAL COST: \$\\\ 32,25

#### **Gabriel Perez**

From:

Kristina Paiz

Sent:

Monday, August 16, 2010 4:07 PM

To:

Gabriel Perez

Subject:

Color Print-outs

Attachments: Work Form for Office Services (FORM Q) - Bermdua July clips.doc

Hey Guys,

Please print these out in color - thanks!!

For the clips, there are duplicates, please only print out one of each: J:\TerryG\lmages\Bermuda\Clips\July

#### Burelles:

C:\Documents and Settings\kristinap\My Documents\Bermuda July 2010.pdf

Kristina Paiz
Receptionist
Lou Hammond & Associates
39 East 51 Street, New York, NY 10022
Tel: 212-308-8880; Fax: 212-891-0200
www.louhammond.com
www.twitter.com/louhammondpr

## LABOR FORM

| DATE 8/10/10  | CLIBNT Bernida t                         |
|---|--|
| SUBJECT: Put info into                                  | Flash drives                             |
| TOTAL HOURS:   hr =                                     | \$ 34.00                                 |
| DESCRIPTION (Please check [ ] tasks in                  | volved)                                  |
| 1. Collating and stuffing release into press kit covers | es,brochures,photos                      |
| 2. Collating and stuffing release and invitations into  | es, brochures, photos<br>envelopes       |
| 3. Stick labels onto envelopes                          | •  |
| 4. Stick labels onto photos                             |  |
| 5. Stick photos onto caption she                        | æts                                      |
| 6. Copy press clips (Organize in                        | chronological order [optional])          |
| 7. Binding  |  |
| 8. Putting signatures on letters/ I                     | Matching names of envelopes with letters |
| 9. Write out on P-touch tape and                        | l stick onto index tabs                  |
| 10. Set up the sixth floor (includes                    | s deck)                                  |
| 11. Wrap gifts (includes wrapping                       | and tie ribbons)                         |
| 12. Set up gift bags (includes putti                    | ng tissue and everything inside)         |
| 13. Outside job (Helping out in pro                     | ess events, etc)                         |
|   |  |

14. Other:

#### **Gabriel Perez**

From: Michelle Horn

Sent: Tuesday, August 10, 2010 12:01 PM

To: Gabriel Perez

Cc: Kristina Paiz; Susannah Gregory

Subject: RE: Endless Summer: PDF needed for Press Kits

Thank you! Gabe, I've placed this updated release into the press kit folder on the J Drive that you're using and deleted the old version. Here's the new release. Please let me know if you have questions. Sorry about the last minute swap!

#### Michelle

Michelle Horn, Account Supervisor Lou Hammond & Associates 39 E 51st St, New York, NY 10022 t: 212-891-0266 f: 212-891-0200 www.louhammond.com www.twitter.com/louhammondpr

From: Kristina Paiz

**Sent:** Tuesday, August 10, 2010 11:54 AM

To: Michelle Horn

Cc: Gabriel Perez; Susannah Gregory

Subject: RE: Endless Summer: PDF needed for Press Kits

Saved and in the folder

From: Michelle Horn

Sent: Tuesday, August 10, 2010 11:41 AM

To: Kristina Paiz

Cc: Gabriel Perez; Susannah Gregory

Subject: Endless Summer: PDF needed for Press Kits

Hi Krissy,

Can you make a new pdf of the attached Endless Summer release? We're loading press kits for the luncheon and need to swap out the old version. Thank you!

#### Michelle

Michelle Horn, Account Supervisor Lou Hammond & Associates 39 E 51st St, New York, NY 10022 t: 212-891-0266 f: 212-891-0200 www.louhammond.com www.twitter.com/louhammondpr

## LABOR FORM

| DATE 8/11/10 CLIENT Bermuda #  |
|--|
| SUBJECT: Gift Bags, Name Bodges + Men Cards  |
| TOTAL HOURS: 2 1/2 hr = \$ 85.00   |
| DESCRIPTION (Please check [/] tasks involved)  |
| Collating and stuffing releases, brochures, photos into press kit covers             |
| 2. Collating and stuffing releases, brochures, photos and invitations into envelopes |
| 3. Stick labels onto envelopes   |
| 4. Stick labels onto photos  |
| 5. Stick photos onto caption sheets  |
| 6. Copy press clips (Organize in chronological order [optional])                     |
| 7. Binding   |
| 8. Putting signatures on letters/ Matching names of envelopes with letters           |
| 9. Write out on P-touch tape and stick onto index tabs                               |
| 10. Set up the sixth floor (includes deck)   |
| 11. Wrap gifts (includes wrapping and tie ribbons)                                   |
| 12. Set up gift bags (includes putting tissue and everything inside)                 |
| 13. Outside job (Helping out in press events, etc)                                   |
| 14. Other:   |
| Lut name bridges a placed into the plastic holders                                   |
| ut menu cards  |
|  |

## LABOR FORM

| DATE _ DATE _ CLI   | ENT BORMUNDA-222            |
|---|-----------------------------|
| SUBJECT: BOINNUCH July 2010   |                             |
| TOTAL HOURS: $\frac{21}{2} = 351.00$                                    | <b>O</b>                    |
| DESCRIPTION (Please check [ ] tasks involved)                           |                             |
| 1. Collating and stuffing releases, broch into press kit covers         | uresphotos                  |
| 2. Collating and stuffing releases brock and invitations into envelopes | hures, photos               |
| 3. Stick labels onto envelopes  |                             |
| 4. Stick labels onto photos   |                             |
| 5. Stick photos onto caption sheets                                     | ÷ •                         |
| 6. Copy press clips (Organize in chronological                          | order [optional])           |
| 7. Binding  |                             |
| 8. Putting signatures on letters/ Matching name                         | s of envelopes with letters |
| 9. Write out on P-touch tape and stick onto ind                         | ex tabs                     |
| 10. Set up the sixth floor (includes deck)                              |                             |
| 11. Wrap gifts (includes wrapping and tie ribbon                        | s)                          |
| 12. Set up gift bags (includes putting tissue and e                     |                             |
| 13. Outside job (Helping out in press events, etc)                      |                             |
| 14. Other:  |                             |
| >   |                             |
|   |                             |

| TO: MARY   |                                   |
|--|-----------------------------------|
| FROM: GUSTAVO  |                                   |
| DATE: 8/11/10  |                                   |
| Client BecNudA   | to be billed for related mailings |
| Subject: NAMO + Ags holders  | FOR BOCHULA OVERT.                |
|  | PAPER                             |
| RELEASES PAGES   | LHA CLIENT                        |
|  |                                   |
|  |                                   |
|  |                                   |
|  |                                   |
| ENVELOPES  |                                   |
|  |                                   |
| LHA  | t andre                           |
|  | LABELS  PRIOTO PACKINGS           |
| 10 X 13  | PHOTO BACKINGS                    |
| Öthers   |                                   |
| MISC. ITEMS  |                                   |
| Description: 40 NAME 1AG   | s holders to Al. ODea             |
| beschpion. The first fir |                                   |
|  |                                   |
|  | RELEASES: \$                      |
|  | ENVELOPES: \$                     |
|  | LABELS: \$                        |
|  | PHOTOBACKINGS: \$                 |
|  | SETS OF DIVIDERS: \$              |
|  | SLIDE SLEEVES: \$                 |
|  | BINDERS: \$                       |
|  | DHIVERS: \$                       |
|  | manu a 110.00                     |
|  | TOTAL: \$ 40,00                   |
| The above prices include:  |                                   |

- Word processing of releases
  Word processing of envelopes and labels
- Photocopying
- Collating, stapling, folding and inserting
- Scaling, metering and mailing (excluding postage)
- LHA paper when used

#### **EXPENSE REPORT (FORM M)**

#### **PAGE <u>1</u> OF <u>1</u>**

| CLIENT CODE: 222                      | NAME: Emily Santos  |                                   | <b>DATE:</b> 8/23/10 |
|---------------------------------------|---|-----------------------------------|----------------------|
| • CLIENT-RELATED (Billa               | ble and Non-billable)   |                                   |                      |
| DATE                                  | DESCRIPTION*  | TOTAL AMOUNT                      | WORK CODE            |
| 8/23/10                               | Foreign Transaction Fee - August credit card statement charges from July Intergrated Meeting and Bermuda In Night business trip |                                   | E                    |
|                                       |   |                                   |                      |
|                                       |   |                                   |                      |
|                                       |   |                                   |                      |
| • NON-CLIENT-RELATED                  | BUSINESS (Description)  |                                   | <u> </u>             |
|                                       |   |                                   |                      |
|                                       |   |                                   |                      |
|                                       |   |                                   |                      |
| Employee Signature Emilion  Approval: | Total Expens (-) Less Adva (+) Due Emp (-) Due LHA  | ances \$<br>loyee \$ <u>26.15</u> |                      |

Work Codes: A: Entertainment \*(indicate name, title, company, type: lunch, dinner, etc.); B: Business Meals \*(see above); C: Travel; D: Media Contacts; E: Out-of-Pocket; F: Petty Cash Adv.

£ 10 ·

## Citi® A'Advantage® World MasterCard®



Account Number:

Customer Service: 1-888-766-CITI(2484) BOX 6062 SIOUX FALLS, SD 57117

| Summary of Account A  | ctivity   |
|---|---|
| Previous Balance<br>Payments<br>Other Credits<br>Purchases<br>Cash Advances<br>Fees Charged<br>Interest Charged | \$332.50<br>-\$732.50<br>-\$0.00<br>+\$1,312.08<br>+\$0.00<br>+\$26.15<br>+\$0.00 |
| New Balance   | \$938.23  |
| Past Due Amount   | \$0.00  |
| Amt. Over Rev. Cr. Li   | \$0.00  |

| Revolving Credit Limit \$32,700<br>Avail Revolving Credit \$31,761<br>Cash Advance Limit \$12,800<br>Available Cash Limit \$12,800<br>Statement Closing Date 08/12/2010 | Revolving | · Cre | d it | l imit | Ø345 <b>4</b> 2 | 2 700  |
|---|-----------|-------|------|--------|-----------------|--------|
| Cash Advance Limit \$12,800<br>Available Cash Limit \$12,800  | Avail. Re | volv  | ina  | Credi  | t \$3           | 1.761  |
| Available Cash Limit \$12,800   | casn Adva | ance: | LIMI | T      | 3 1 × 1 S 1     | Z::800 |
|   | Available | Cas   | hili | mit 🐰  | \$1             | 2,800  |

| Payment Information   |   | ne received by 5:00 PM<br>e payment due date. |
|---|---|---|
| New Balance<br>Minimum Payment Due<br>Payment Due Date  |   | \$938.23<br>\$20.00<br>09/09/2010             |
| Late Payment Warning: If<br>payment by the date list<br>a \$39 late fee and your<br>variable Penalty APR of | we do not receive vous                                    | minimum<br>to pay up to<br>o to the           |
| If you would like inform services, call 1-877-337   | ation about credit couns<br>-8187.                        | ieling  |
|   |   |   |
|   | AN ZAKIBARA AMAR<br>KUA WIWADIR ING<br>BAN ZI ARAMINING K |   |
|   | क्षा हुई एक कि है अड़ेर्ड<br>राजी के अन्य के अन्य अंग्रह  |   |

| Sale Dat                     | e. Post Date                 | Reference Num                                | er Activity Since Last Statement   |  |                                   |
|------------------------------|------------------------------|--|--|--|-----------------------------------|
|                              |                              | 10. N. A. F. 1975 A. F.                      | Payments, Credits & Adjustments ELECTRONIC PAYMENT-THANK YOU ELECTRONIC PAYMENT-THANK YOU  |  | -332.50<br>-400.00                |
| 7/15                         | 7/15                         | D4L5S7NH                                     | Standard Purch<br>JETBLUE 27921469752695 08005382583<br>NAME: SANTOS/EMILY NOELLE MISS<br>DEPART: 07/21/10   | Turi vi seritu in la seri<br>Burros e e e e e e e e e e e e e e e e e e e  | 380:80                            |
| 7/19<br>7/20<br>7/21<br>7/22 | 7/19<br>7/20<br>7/21<br>7/22 | OZCXVP9M<br>X651WPJQ<br>ZTGWPKKQ<br>D3X463DL | BDA TO JFK: B6: CLASS: Y: STO<br>HOTEL BUSINESS EXPRO42 B66-899-584<br>SWIZZLE INN<br>TRATTORIA AIRPORT, OPER ST. GEORGE!<br>FAIRMONT SOUTHAMPTON: L SOUTHAMPTON | 49 PA BMU S BMU N BMU  | 21 50<br>53 25<br>32 50<br>786 48 |
| 7/22                         | 7/22                         | *QLKPSGW                                     | PHONE NUMBER: 4412388000<br>FOLIO NUMBER: 0000162607<br>ARRIVE: 07/18/10 DEPART: 07/21/10<br>Chelsea Market Deli New York  | NY STATE OF THE ST | 37.55                             |
|                              | 8/12                         |  | Fees FOREIGN TRANSACTION FEE TOTAL FEES FOR THIS PERIOD Interest Charged   |  | 26.15<br>26.15                    |
|                              |                              |  | TOTAL SINTEREST FOR THIS PERIOD  |  | 0.00                              |

| I | 2010  | Totals Year-to-Date                             |      |         |       |
|---|-------|---|------|---------|-------|
| ı | Total | Fees charged in 2010<br>Interest charged in 201 | 5 34 | - 12 12 | 26.15 |
| L | Total | Interest charged in 201                         | 0    |         | 0.00  |

#### **EXPENSE REPORT (FORM M)**

PAGE <u>1</u> OF <u>1</u>

| CLIENT CODE: 222              | NAME: Emily Santos                                      |  | <b>DATE:</b> 8/13/10 |
|-------------------------------|---|--|----------------------|
| CLIENT-RELATED (Bil           |   |  |                      |
| DATE                          | DESCRIPTION*  | TOTAL AMOUNT   | WORK CODE            |
| 8/13/10                       | Cell phone roaming charge during Bermuda Industry Night | \$5.15   | E                    |
|                               | and Integrated Meeting in Bermuda, July 19-21           |  |                      |
|                               |   |  |                      |
|                               |   |  |                      |
|                               |   |  |                      |
|                               |   |  |                      |
|                               |   |  |                      |
|                               |   |  |                      |
|                               |   |  |                      |
|                               |   |  |                      |
|                               |   |  |                      |
| • NON-CLIENT-RELATE           | CD BUSINESS (Description)                               |  |                      |
|                               |   |  |                      |
|                               |   |  |                      |
|                               |   |  |                      |
|                               |   |  |                      |
|                               |   |  |                      |
| Employee Signature <u>Emu</u> | OR Lai On Total Expenses                                | \$5.15   |                      |
| Employee Bigillitare          | (-) Less Advances                                       | \$   |                      |
| Approval:                     | (+) Due Employee  |  |                      |
|                               | (-) Due LHA   | \$   |                      |
| Date: 8/13/10                 | ` '   | State of the state |                      |

Work Codes: A: Entertainment \*(indicate name, title, company, type: lunch, dinner, etc.); B: Business Meals \*(see above); C: Travel;

D: Media Contacts; E: Out-of-Pocket; F: Petty Cash Adv.

Invoice Number Account Number

Date Due

Page

2435605878

382489310=00001 08/20/10 3 of 5

Raymuda

\$5.36

\$6.84

\$67.34

#### Summary for Emily N Santos: 917-689-1707

### Your Calling Plan

#### America's Choice 450

\$39.99 monthly access charge 450 monthly allowance minutes \$.45 per minute after allowance

#### **Unlimited Night & Weekend Mins**

#### **M2M National Unlimited**

Unlimited monthly Mobile to Mobile

#### 500 MSG Allowance + UNL IN MSG

\$10.00 monthly access charge Unlimited monthly M2M TXT Unlimited monthly M2M PIX-FLIX 500 monthly message allowance \$.10 per Message after allowance

#### Charges

#### **Monthly Access Charges**

|   |  | ተለስ ሰስ |
|---|--|--------|
| 5 | 500 MSG Allowance + UNL IN MSG 07/26 - 08/25 | 10.00  |
| F | America's Choice 450 07/26 - 08/25           | 39.99  |

#### **Usage Charges**

| Voice   | .00.         |
|---------|--------------|
| Dața    | .00          |
| Roaming | 5 <u>.15</u> |

| Verizon Wireless' Surcharges | 222  |
|------------------------------|------|
| Fed Universal Service Charge | 1.16 |
| Regulatory Charge            | .16  |
| Administrative Charge        | .83  |
| Gross Receipts Surchg        | 3.21 |

#### Taxes, Governmental Surcharges and Fees

| NY Public Safety Comm Surchg | 1.20 |
|------------------------------|------|
| NY City 911 Surchg           | .30  |
| NY State Sales Tax           | 2.41 |
| New York City Sales Tax      | 2.70 |
| NY Local McTd Sales Tax      | .23  |

#### Total Current Charges for 917-689-1707

### Usage Charges

| Voice            |         | Allowance | Used | Billable                                | Cost  |
|------------------|---------|-----------|------|---|-------|
| Calling Plan     | minutes | 450       | 290  |   |       |
| Promotional      | minutes |           | 482  |   |       |
| Mobile to Mobile | minutes | unlimited | 284  | ļ ——                                    |       |
| Total Voice      |         | ·         |      | *************************************** | \$.00 |
| Data             |         |           |      |   |       |

#### Unlimited M2M TXT messages unlimited 304 Unlimited M2M PIX-FLIX unlimited 5 messages TXT/PIX-FLIX 246 messages 500 **Total Data** \$.00

#### Roaming

| Current Data Usage        |          |  |    |    |      |  |  |
|---------------------------|----------|--|----|----|------|--|--|
| TXT Int'l Roaming - Sent  | messages |  | 9  | 9  | 4.50 |  |  |
| TXT Int'l Roaming – Rcv'd | messages |  | 13 | 13 | .65  |  |  |

#### **Total Roaming** \$5.15

### **EXPENSE REPORT (FORM J)**

### PAGE <u>1</u> OF <u>1</u>

| LIENT CODE: 222 NAME: Michelle Horn    |   |              |  |  |  |
|--|---|--------------|--|--|--|
| CLIENT-RELATED (Bill                   | able and Non-billable)                                      |              | ·                                      |  |  |
| DATE                                   | DESCRIPTION*  | TOTAL AMOUNT | WORK CODE                              |  |  |
| 8/11/10                                | Cab to Bermuda office to pick up gift bag items and then to | 16.08        | <del></del>                            |  |  |
|  | Penn Station to catch train to Newark airport               |              | C-C-C-C-C-C-C-C-C-C-C-C-C-C-C-C-C-C-C- |  |  |
| 8/11/10                                | One way fare to Newark Airport on NJ Transit                | 15.00        | E                                      |  |  |
| 8/12/10                                | Hotel charge for one night stay for Bermuda Media Event     | 237.13       | E                                      |  |  |
| 8/12/10                                | Cab from Newark airport home from Toronto Media<br>Luncheon | 28.00        | E                                      |  |  |
|  | Dateston  |              |  |  |  |
|  |   |              |  |  |  |
|  |   |              |  |  |  |
|  |   |              |  |  |  |
| -                                      |   |              |  |  |  |
|  |   |              |  |  |  |
| <ul> <li>NON-CLIENT-RELATEI</li> </ul> | D BUSINESS (Description)                                    |              |  |  |  |
|  |   |              |  |  |  |
|  |   |              |  |  |  |
|  |   |              |  |  |  |
|  |   |              |  |  |  |
|  |   |              |  |  |  |

| Employee Signature       | Total Expenses   | \$296.2  |
|--------------------------|--|----------|
| Approval: Enily G. Jacon | <ul><li>(-) Less Advances</li><li>(+) Due Employee</li></ul> | \$<br>\$ |
| Date: 8/19/10            | (-) Due LHA  | \$       |

Work Codes: A: Entertainment \*(indicate name, title, company, type: lunch, dinner, etc.); B: Business Meals \*(see above); C: Travel; D: Media Contacts; E: Out-of-Pocket; F: Petty Cash Adv.



100 FRONT STREET W TORONTO, ON M5J 1E3 T 416 368 2511 F 416 368 2884 G.S.T. Registration # 832522213

> Fairmont Hotels and Resorts Michelle Horn Lou Hammond & Associates 39 East 51st Street New York, NY 10022 US

Room

12190

Folio#

1312150

Cashier # Page #

\*\*\*

1 of 1

Arrival

: 08-11-10

Departure

: 08-12-10

| 08-11-10 | Room Charge                    | Additional Information | 219.00 |        |
|----------|--------------------------------|------------------------|--------|--------|
| 08-11-10 | HST - Rooms                    |                        | 28.47  |        |
| 08-12-10 | Mastercard<br>xxxxxxxxxxxx8294 |                        |        | 247.47 |
|          |                                | Total                  | 247.47 | 247.47 |
|          |                                | Balance Due            | 0.00   |        |

| GST Summary |      |  |  |  |
|-------------|------|--|--|--|
| Room        | 0.00 |  |  |  |
| F&B         | 0.00 |  |  |  |
| Other       | 0.00 |  |  |  |
| Total       | 0.00 |  |  |  |

Conversion charge - \$237.13

Guest signature

Signature du client X \_

For information or reservations, visit us at www.fairmont.com or call Fairmont Hotels & Resorts from: United States or Canada 1 800 441 1414
Pour information et réservations visitez notre web au www.fairmont.com ou téléphoner au Hôtels Fairmont de: De États-Unis or Canada 1 800 441 1414

I agroe that my linbilly for this bill is not waived and I agroe to be held personally liable in the event that the indicated poisson, company or association falls to pay for any part of or the full amount of these charges. Overdue balance subject to a surcharge at the rate of 1.5% per incells after one month. (19.56% per annum.). I have accepted deliving of The Globb and Mad. Had I refused, I would have been eighbe for a 5.76 (Mon-Fr) and \$1.50 (Sixt.) credit to my account. (At participating hotels.)

Je me porte personneitement responsable du réglement total de celle note eu cas eu la compagnie, l'association ou son représentant désigné on refuserant le parament. Les comptes en souffrance sont sujets à un miéroi de 1,5% par mois après un nois. (19,5% par année) 12 accepte la levissen du pormal The Glébe and Mail. Si favisir refusé, j'auriss pu obtione un crédit à mon compte de 0,755 par jour (de Lundi eu Vendroof) et de 1,50\$ le Samedi. (Dans les hôtels participants.)

-222

MED# 3P43 08/11/10 TR 841 START END MILES 12:51 13:16 2.0 REGULAR FARE RATE 1:\$ 12.90 SURCH: \$ 0.00 STSRCH:\$ 0.50 TIP : \$ 2,68 16,08 TOTAL: \$

CARD TYPE: MC XXXXXXXXXXXXX8294 AUTH: 815385

**THANKS** TO CONTACT TLC DIAL 3-1-1 Cab to Bermuda
office of then for
penn Station for
Fit to Toronto michelle TRANSIT 222The Way To Go. Michelle
RECEIPT

nin So Newark Asport

It to Torundo 08/11/2010 13:18 lunchion

NJ TRANSIT Rail

OI ADULT ONE WAY NYP NYP 本次图制数公案 FARE : \$15.00

TOTAL \$15.00

PAYMENT Credit - MC AMOUNT \$15.00

MERCHANT 04050940006 TRANS. ID : 028-0007409325 ACCT NO AGSBAKKKKKKKK

NAME HORN/HICHELLE L AUTH NO 008116

HORN/MICHELLE L (Signature)

5094 NYP NYP

| U | nited | Taxi  |
|---|-------|-------|
| & | Limo  | usine |

24/7 Hour Dispatch Service Home 201-420-TAXI · 201-200-1333

Fax: 201-985-9940 www.unitedlimojc.com

mikelle Date: From: \_ To: Amount of Fare: Other Charges: TOTAL: Driver's Name:. Car Number: .

### CHECK REQUEST (FORM L)

DATE: 08.17.10

FROM: Kristina Paiz

Check made payable to: Boston Parks and Recreation

Amount: \$123.20

Charge: Bermuda 222

For: Copley Sq. security guard for the August 23 promotional event.

-- CHECK REQUESTS MUST BE SUBMITTED 24 HOURS IN ADVANCE -- FOR AMOUNTS OF \$2,000.00 OR MORE, SIGNATURE OF PRESIDENT IF REQUIRED.

Stephen Hammond



# Boston Parks and Recreation Department 2010 Park Permit

| Date:   | 1201<br>21-Jul-10   |  |  |   |   |                                    | User:<br>Status             |                     | kinnei<br>m           | *                         |
|---|---|--|--|---|---|------------------------------------|-----------------------------|---------------------|-----------------------|---------------------------|
| the Facilities  | ents Bermuda De<br>a as outlined, sui<br>this Agreement   | oject to i                                 | the Terms and  | Conditions of the                                   | ed the "License<br>his Agreement                    | ee") represented<br>contained here | i by Kristir<br>in and atta | na Pelz,<br>ached h | , permis<br>ereto al  | sion to use<br>I of which |
| i) Purpose  | of Use  |  | Passive<br>Gomey Danc                                | e Performance                                       |   |                                    |                             |                     |                       |                           |
| ii) Conditie  | ons of Use  |  | must be diese  | 10x10 must ha<br>I only-no gas po                   | wered generate                                      | ors. Amplified s                   | Inspectio                   | nal Ser<br>Jires an | vices. (<br>Enterta   | Generator<br>ainment      |
| III) Date(s)  | and Time(s) of L  |  | # of Bookings:                                       | Boston Consum-<br>Starting<br>Ending:               | er Affairs and L<br>I: Mon 23 Aug 1<br>Mon 23 Aug 1 | 10 09:00 AM                        |                             |                     | Expect                | ted: 50                   |
| Facility/Eq   | quipment  | Day  | Start Date   | Start Time  | End Date  | End Time                           | Fee                         | XFee                | Тах                   | Total                     |
| Copley Sq<br>James Str                                      | quarë - Saint<br>reet Plaza   | Mon  | 23-Aug-10  | 09:00 AM  | 23-Aug-10   | 07:00 PM                           | \$0.00 1,1                  | 23.20               | \$0.00                | <b>\$5,12</b> 3.20        |
| lv) Additio   | nal Fees  |  |  |   |   |                                    |                             |                     |                       |                           |
|   | ra Fee - Booking<br>NATION  | 3  |  | Hours<br>10:00                                      | Quantity<br>1                                       | Charge<br>\$5,000.00               |                             | Tax<br>\$0.00       |                       | Total<br>\$5,000.00       |
|   | k Ranger  |  |  | 4:00  | 1   | \$123.20                           |                             | \$0.00              | Ċ                     | \$123.20                  |
|   |   |  |  | 14:00   | 2   | \$5,123;20                         | <del></del>                 | \$0.00              |                       | \$5,123.20                |
|   |   | Extra F                                    |  | amage Deposit                                       | Total A   | applied                            | Balar                       |                     |                       | Current                   |
|   |   | \$5,123                                    | .20  | \$0.00  |   | \$0.00                             | <b>\$</b> 5,123             | 20                  |                       | \$5,123,20                |
|   |   |  |  | \$0.00<br>le and payable li                         | mmediately  | \$0.60                             | <b>\$</b> 5,123             | 20                  |                       | \$5,123,20                |
|   | ,   |  |  | •   | mmediately  | \$0.80                             | <b>\$5,123</b>              | 20                  |                       | \$5,123.20                |
|   |   |  |  | •   | mmediately  | \$0.00<br>:                        | <b>\$5,123</b>              | 20                  |                       | \$5,123,20                |
|   |   |  |  | •   | mmediately  | \$0.00<br>:                        | \$ <b>5</b> ,123            | 20                  |                       | \$5,123.20                |
| and attached h  | ed has read and o<br>lereto; and hereby<br>ly and capacity to l   | Baland<br>n behalf<br>warrants             | ce of rental du<br>of the Lkcensee<br>and represents | e and payable in agrees to be bour that he/she exec | id by this Permit                                   | :<br>"License and the              | Terms and                   | Candillo            | ns conta<br>d has su  | sined herein              |
| and attached h<br>power, authorit                           | ipreto, and horeby  | Baland<br>n behalf<br>warrants             | ce of rental du<br>of the Lkcensee<br>and represents | e and payable in agrees to be bour that he/she exec | id by this Permit                                   | :<br>"License and the              | Terms and                   | Candillo            | ins conta<br>d has su | uned herein               |
| and attached hower, authorit  X:  Kristina Paiz Bermuda Dep | ereto, and hereby<br>by and capacity to l   | Baland<br>n behalf<br>warrants<br>bind the | ce of rental du<br>of the Lkcensee<br>and represents | e and payable in agrees to be bour that he/she exec | id by this Permitutes this Permitut  X: For An      | :<br>"License and the              | Terms and                   | Candillo            | ns conta<br>d has su  | uned herein               |
| and attached h power, authorit  X:  Kristina Paiz           | ereto, and hereby<br>by and capacity to l<br>capacity to l<br>capacity to l<br>capacity and capacity to l<br>capacity and capacity to l<br>capacity and capacity to l<br>capacity and capacity to l | Baland<br>n behalf<br>warrants<br>bind the | ce of rental du<br>of the Lkcensee<br>and represents | e and payable in agrees to be bour that he/she exec | id by this Permitutes this Permitut  X: For An      | License and the locense on bahaif  | Terms and                   | Candillo            | ns conta<br>d has su  | uned herein               |

Have a great season!

### **CREDIT CARD FORM (FORM K)**

Use of company credit card: Immediately after charging on your groups credit card you must complete the following and given to the Controller:

|                | RICAN EXPRESS                    |          | VISA              |
|----------------|----------------------------------|----------|-------------------|
| TO:            | CONTROLLER                       |          |                   |
| DATE:          | 09.01.10                         |          |                   |
| VENDOR:        | WestJet                          |          |                   |
| CLIENT & C     | ODE <u>Bermuda 222</u>           |          |                   |
| APPROX. AN     | MOUNT: <u>\$391.71</u>           |          |                   |
| DESCRIPTIO     | N: RT flight for journalist Sa   | arah Plu | ımmer to Bermuda. |
| NAME:          | Kristina Paiz                    |          |                   |
| Charges over S | \$2,000 must have the Chairman o | r Presid | ent's approval.   |
| Approved by (  | Chairman / President:            |          |                   |
| Date:          |                                  |          |                   |



English
12 lzs display

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View Itingrary

City Guides

Help

LAU Droffb

42.2

Print s-Tickel

### eTicket Receipt

### Prepared For

### PLUMMER/SARAH MS

WESTJET RESERVATION CODE TICKET ISSUE DATE TICKET NUMBER ISSUING AIRLINE ISSUING AGENT PHOKHE

01Sep2010 8382167840304

WESTJET YCB/SSW

### Itinerary Details

| TRAVEL<br>DATE | AIRLINE            | DEPARTURE                                | ARRIVAL                               | OTHER NOTES   |
|----------------|--------------------|--|---------------------------------------|---|
| 105ep          | WESTJET<br>WS 2710 | TORONTO ON,<br>CANADA<br>Time<br>10:20am | BERMUDA,<br>BERMUDA<br>Time<br>2:08pm | Seal Number CHECK-IN REQUIRED Baggaga Allowanca CPC Booking Status CONFIRMED Fere Bagga XCRUDDP1 Not Valid Before, 10 SEP |
|                |                    | Terninal<br>Terninal                     |                                       | Not Valid After 10 SEP  |
| 125ep          | Westjet<br>Ws 2711 | BERMUDA<br>BERMUDA                       | TORONTO ON,<br>CANADA                 | Sent Number CHECK-IN REQUIRED Beypage Allowards 2PC Booking Status CONFIRMED  |
|                |                    | Time                                     | Time                                  | Fare Bags XCRDDDP:  |
|                |                    | 3:00pm                                   | 4:55pin                               | Not Veid Before 12 SEP  |
|                |                    |  | Terminal                              | Not Vess After 12 SEP   |
|                |                    |  | TERMINAL 3                            |   |

### Payment/Fare Details

| Form of Payment            | CREDIT CARD - AMERICAN EXPRESS: XXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXX      |
|----------------------------|--|
| Endorsement / Restrictions | NONREF - FEE FOR CHG/CXL   |
| Fato Calculation Una       | YTO WS:BDA132:55XCRDDDP1 WS YTO132:55XCRDDDP1<br>NUC265.10END ROE1.04863 |
| Fare                       | CAD 278.00   |
| Taxes/Fees/Charges         | CAD 25.91 CA (AIR TRANSPORTATION TAX)                                    |

| <u>4</u>   |                                    |
|--|------------------------------------|
|  | CAD 3 25 RC (HARMONIZED SALES TAX) |
| Experience (in reduction or the second state of the second state o | CAD 84.55 XT (COMBINED TAXES)      |
| Total Fere   | CAD 391.74                         |

Positive identification required for airport check in

Notice:

### QST # 1202807956TQ0001

#### GST # 868112535

- Positive identification is required at check-in. Please ensure the name on the reservation matches the identification for the guest-prior to check-in.
- . Prease checkin a minimum of 90 minutes prior to scheduled departure.
- Guests are regulied to be inrough security and at their departure gate 30 minutes prior to the scheduled departure of their Right.
- Failure to show up for the first flight segment of a scheduled round trip or multi-segment reservation, will result in
  the cancellation of the return segment or remaining segments.
- . The fare paid for these segments will be forfeited and compensation will not be issued,
- . For information on fares, baggage limits, identification and rules of carriage, please click here



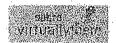
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### **CREDIT CARD FORM (FORM K)**

Use of company credit card: Immediately after charging on your groups credit card you must complete the following and given to the Controller:

|                 | RICAN EXPRESS   |          | VISA            |
|-----------------|---|----------|-----------------|
| TO:             | CONTROLLER  |          |                 |
| DATE:           | 09.07.10  |          |                 |
| VENDOR:         | <u>US Airways</u>   |          |                 |
| CLIENT & CO     | ODE Bermuda 222   |          |                 |
| APPROX. AM      | 10UNT: <u>\$486.50</u>  |          |                 |
| DESCRIPTIO      | N: <u>RT flight for Host Kal Lc</u>   | ondon.   |                 |
| NAME:           | Kristina Paiz   |          |                 |
| Charges over \$ | \$2,000 must have the Chairman or   | r Presid | ent's approval. |
| Approved by C   | Chairman / President:   |          |                 |
| Date:           | THE REAL PROPERTY AND ADDRESS OF THE PROPERTY |          |                 |

### **Mary Messias**

From:

Kristina Paiz

Sent:

Tuesday, September 07, 2010 11:53 AM

To:

Mary Messias

Cc:

Susannah Gregory

Subject:

expense report

Attachments: Credit Card Form (Form K) - Kal London.doc

Hello Mary,

Please find the attached for the flight purchased below.

Thanks, Kristina

From: reservations@email-usairways.com [mailto:reservations@email-usairways.com]

Sent: Tuesday, September 07, 2010 11:39 AM

To: Kristina Paiz

Subject: Your US Airways flight



Confirmation code: E95ZFG

Date issued: Tuesday, September 07, 2010



New baggage policy



· One or more of the cities in this itinerary have new passport requirements.



### **Passengers**

Passenger name

Frequent flyer # (Airline)

Ticket number

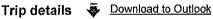
Special needs

Kal London

03724019549525







Depart: Hartford/Springfield, CT (BDL) Bermuda, Bermuda (BDA)

Travel

time

Date: Tuesday, October 19, 2010

Status: Active

Flight #/ Carrier

Depart

Arrive

Meal

Aircraft

Cabin

Seats

1991

07:15 AM BDL

08:34 AM PHL

1h 19m None 737-400

Coach

13A

Stop: Change plane in Philadelphia, PA (PHL)

1070

10:15 AM PHL

01:34 PM BDA

2h 19m None A319

Coach

16F

Return: Bermuda, Bermuda (BDA) (3 Hartford/Springfield, CT (BDL)

Date: Sunday, October 24, 2010

Status: Active

Flight #/ Carrier

Depart

Arrive

Travel time

Meal

Aircraft

Cabin

Seats

1425

03:05 PM BDA

04:30 PM PHL

2h 25m None A320

Coach

24F

Stop: Change plane in Philadelphia, PA (PHL).....

4078 🚟 ZUJ

05:44 PM PHL

06:49 PM BDL

1h 5m

None

CRJ

Coach

6D

≝

**US** Airways

Flight operated by Air Wisconsin doing business as US Airways Express







Total travel cost (1 passengers)

1 Adult Taxes + fees

Fare total

\$378.00

\$108.50

\$486.50 Non-refundable

Helpful links

Manage your reservation

Join Dividend Miles

Airport information

Baggage policies

~ -----

Total \$486.50

TSA regulations

Seated in an exit row? Read about checking in.

Charged to Lou R. Hammond
\*\*\*\*\*\*\*\*\*\*\*2008 American Express

Estimated Dividend Miles earned per member: 1,962 miles

Buy Choice Seats

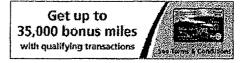
CHOICE SEATS

Board early and
sit towards the front

Buy Choice Seats

anytime

Learn more >



### **Terms & conditions**

- · Ticket is non-transferable.
- · Ticket is non-refundable.
- Unused tickets must be cancelled on the date of departure to retain value.
- Any change to this reservation, including flights, dates, or cities, is subject to a fee per passenger (according to
  the rules of the original fare). The new itinerary will be priced at the lowest available published fare at the time of
  change, which may result in a fare increase.
- Customers traveling to international destinations can review our <u>International Travel Advisements</u> for information regarding required documentation and baggage limitations.
- · Ticket expires one year from original date of issue.
- Checked baggage fees may apply.
- Air transportation on US Airways is subject to the US Airways Contract of Carriage. <u>View this document</u> in PDF format.
- Security regulations may require us to disclose to government agencies the data you provide to us in connection
  with this reservation.
- Changes to the country of origin are not permitted, except for changes between the United States and U.S. territories
- Send US your compliments and/or complaints.



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### **CREDIT CARD FORM (FORM K)**

Use of company credit card: Immediately after charging on your groups credit card you must complete the following and given to the Controller:

|                | RICAN EXPRESS                         |         | VISA                         |
|----------------|---------------------------------------|---------|------------------------------|
| TO:            | CONTROLLER                            |         |                              |
| DATE:          | 09.14.10                              |         |                              |
| VENDOR:        | Air Canada                            |         |                              |
| CLIENT & C     | ODE <u>Bermuda 222</u>                |         |                              |
| APPROX. AM     | MOUNT: <u>\$941.88</u>                |         |                              |
| DESCRIPTIO     | N: <u>RT flight for journalists A</u> | nita Di | raycott and Margaret Swaine. |
| NAME:          | Kristina Paiz                         |         |                              |
| Charges over S | \$2,000 must have the Chairman or     | Presid  | ent's approval.              |
| Approved by (  | Chairman / President:                 | ····    |                              |
| Date:          |                                       |         |                              |

### **Mary Messias**

From:

Kristina Paiz

Sent:

Wednesday, September 15, 2010 9:01 AM

To:

Mary Messias

Cc:

Susannah Gregory

Subject:

Air Canada expense report

Attachments: CC (Form K) - Air Canada.doc

Hello Mary,

Please find the below and attached for the Air Canada flight purchased yesterday.

Thanks,

Krissy

From: Air Canada [mailto:confirmation@aircanada.ca]

Sent: Tuesday, September 14, 2010 11:33 AM

To: Kristina Paiz

Subject: Air Canada - 18-Nov: Toronto - Bermuda (booking ref: MRRP8R) - seat selected

\*\*\*\*\* PLEASE DO NOT REPLY TO THIS E-MAIL \*\*\*\*\*

### **Itinerary**

Your booking is confirmed. Please print/retain this page for your financial records (for taxation, expense claim or credit card reconciliation purposes). We thank you for choosing Air Canada and look forward to welcoming you on board.



Learn what you can do with this barcode



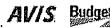
Looking for Travel Insurance? Protect yourself and your family against unforeseen circumstances.



Need a hotel in Bermuda? Competitive room pricing guaranteed. Earn Aeroplan Miles for every purchase.



Need a car in Bermuda? Great rates and additional Aeroplan Miles.





Reduce your carbon footprint!

You can now take the initiative to directly offset the carbon emissions of your flight. Air Canada and Zerofootprint have partnered to allow you to make a difference for the environment. Offset now | Learn more



Credit card only cabins

Only major credit cards are accepted for onboard payment of <u>Duty-free Boutique</u> and <u>OnBoard Café</u> purchases on all Air Canada flights (excludes Jazz). Learn more

### **Booking Information**

### AIR CANADA

Flight Arrivals and Departures

**Customer Care** 

Air Canada

1-888-247-2262

1-888-422-7533



**Booking Reference:** 

MRRP8R

Electronic Ticketing confirmed. Your official itinerary/receipt will be mailed to you at the following address:

39 E 51st Street New York NY United States 10022

**Main Contact:** 

Ms Anita LYNN Dravcott kristinap@lhammond.com Mobile: 1-212-3088880

**Online Services** 

Manage my booking online (view/change my booking; select seats\*).

Alert me of flight status changes directly to my mobile phone or

email.

Flight Arrivals & Departures - check online if my flight is on time.

Check-in online and print my boarding pass.

\* Can my booking be changed online?



### **Advance Passenger Information**

Your current flight itinerary includes travel to a country that requires additional passenger information.

Please note that if you are travelling to/from the U.S. and have already provided the required U.S. Transportation Security Administration (TSA)'s Security Flight Program passenger information on the Who is travelling page, you must also provide Advance Passenger Information (APIS) information prior to your departure.

We strongly encourage you to provide this information ahead of time from the comfort of your home or office with our secure online form.

ADVANCE PASSENGER INFORMATION

#### Flight Itinerary

|        | *  |  |       |          |            |               |                   |
|--------|--|--|-------|----------|------------|---------------|-------------------|
| Flight | From   | То   | Stops | Duration | Aircraft   | Fare<br>Type  | Meal              |
| AC942  | Toronto, Pearson Int'l<br>(YYZ)<br>Thu 18-Nov 2010<br>08:30 - Terminal 1 | Bermuda, Bermuda<br>Int'I (BDA)<br>Thu 18-Nov 2010<br>12:10              | 0     | 2hr40    | <u>319</u> | Tango<br>Plus | # SF              |
| AC943  | Bermuda, Bermuda<br>Int'l (BDA)<br>Mon 22-Nov 2010<br>13:10              | Toronto, Pearson Int'l<br>(YYZ)<br>Mon 22-Nov 2010<br>15:15 - Terminal 1 | 0     | 3hr05    | 319        | Tango<br>Plus | ₩ \$ <sub>F</sub> |

F: Food for purchase onboard All Onboard Café purchases made on board Air Canada flights (excluding Jazz) are payable only with Visa, MasterCard and American Express credit cards.

### **Passenger Information**

1: Ms Anita LYNN Draycott : Adult (16+), Ticket Number: 0142187012085

Frequent Flyer Pgm:

None

Meal Preference:

None

Credit Card:

xxxx-xxxx-xxxx-2008

Special Needs:

None

Seat Selection:

AC942 18A, AC943 18A

2: Ms Margaret Swaine: Adult (16+), Ticket Number: 0142187012086

Air Canada - Aeroplan :

155242167

Meal Preference:

None

Credit Card: Seat Selection: xxxx-xxxx-xxxx-2008 AC942 18B, AC943 18B Special Needs:

None

**Purchase Summary** 

| Fare Summary   |          |
|--|----------|
| Passenger Type   | Adult    |
| Departing Flight - <u>Tango Plus</u>                   | 178.99   |
| Returning Flight - Tango Plus                          | 178.99   |
| Surcharges   | 15.02    |
| Taxes, Fees and Charges                                |          |
| Canada Airport Improvement Fee                         | 25.00    |
| Air Travellers Security Charge (ATSC)                  | 25.91    |
| Bermuda Gymnt. Passenger Tax                           | 36.25    |
| Canada Harmonized Sales Tax                            | 3.25     |
| Bermuda Aviation Security Fee                          | 4.42     |
| Passenger facility charge                              | 3.11     |
| Total airfare and taxes before options (per passenger) | 470.94   |
| Number Of Passengers                                   | 2        |
| Total  | 941.88   |
| RBC Travel Insurance (declined)                        | 0.00     |
| Grand Total - Canadian dollars                         | \$941.88 |

The following charges (tax inclusive) will appear on your credit card statement:

Air Canada: \$470.94 (Airfare - per adult ticket)

Ticket number(s): 0142187012085, 0142187012086

#### **Fare Rules**

Departing Flight Toronto (YYZ) To Bermuda (BDA) - Tango Plus Returning Flight Bermuda (BDA) To Toronto (YYZ) - Tango Plus Tickets are non-refundable and non-transferable.

Changes can be made up to 2 hours prior to departure.

Cancellations can be made up to 45 minutes prior to departure. Provided the original booking is cancelled prior to the original flight departure, the value of unused ticket can be applied within a one year period from date of issue of the original tickets to the value of a new ticket subject to a change fee per direction, per passenger, plus applicable taxes and any additional fare difference, subject to availability and advance purchase requirements. The new outbound travel date must commence within a one year period from the original date of ticket issuance. If the fare for the new journey is lower, any residual amount will be forfeited.

#### Changes are permitted as follows:

Prior to day of departure - **Change fee** per direction, per passenger, is \$75 CAD plus applicable taxes and any additional fare difference.

Day of departure, at the airport - \$100 CAD per direction, per passenger, plus applicable taxes (no charge for fare difference) for same-day flights only.

Flights can only be used in sequence from the place of departure specified on the itinerary.

Minimum/maximum stay, and other conditions may apply.

Complimentary advance seat selection on Air Canada and Jazz (subject to availability).

100% Air Canada Status Miles for flights operated by Air Canada.

Please read important information and notices regarding Air Canada's general conditions of carriage.

### **Important Information**

Please review this itinerary and, should you have any questions, please call 1-888-247-2262 within 24 hours of receipt.

Before You Go: A 'To-Do' List

#### **Travel Documents**

For air travel within Canada, Air Canada is required by federal government regulations to check identification at the departure gate for all passengers who appear to be 18 years of age or older. The name on the identification must match the name used on the Itinerary. The passenger must present: one (1) piece of government-issued ID with photo or two (2) pieces of government-issued ID without photo. For air travel between Canada and the United States, all passengers including Canadian and U.S. citizens, are required to present a valid passport or other valid travel document. In addition, passengers must present this Itinerary to immigration authorities upon request. For air travel to a foreign country, passengers must ensure that they have all necessary travel documents such as a passport or visa, as directed by embassies and consulates. All passengers are advised to view the <u>Travel</u> documentation page for important information on identification required for travel.

#### Carry-on Baggage Policy

Oversized carry-on bags are not permitted on our aircraft, and may cause flight delays for all passengers. Please ensure your carry-on bags are inside the maximum allowed size as indicated below; they are required to fit in the double-size verification device at check-in or boarding time.

Items which fall within the 2-piece carry on allowance include: One (1) carry-on bag or suitcase (wheels and handles includes in the size) and one (1) personal article like a briefcase, laptop computer, diaper

### **EXPENSE REPORT (FORM J)**

### PAGE 1 OF 1

| CLIENT CODE: 222  | CLIENT CODE: 222 NAME: Susannah Gregory                          |              |           |
|---|--|--------------|-----------|
| · CLIENT-RELATED (Bil   | lable and Non-billable)  |              | _         |
| DATE  | DESCRIPTION*   | TOTAL AMOUNT | WORK CODE |
| 8/23/10   | Business Center @ Fairmont Copley - use of computer and printing | 13.00        | E         |
| 8/23/10   | Business Center @ Fairmont Copley - use of computer and printing | 9.00         | Е         |
| 8/23/10   | Business Center @ Fairmont Copley - use of computer and printing | 9.50         | E         |
|   |  |              |           |
|   |  |              |           |
|   |  |              |           |
| • NON-CLIENT-RELATE   | D BUSINESS (Description)   |              |           |
| TOTAL CONTROL OF THE | D DOSA(ESS (Description)   |              | T         |
|   |  |              |           |
|   |  |              |           |
|   |  |              |           |
| Employee Signature  | Total Expenses (-) Less Advance (+) Due Employ (-) Due LHA       |              |           |

Work Codes: A: Entertainment \*(indicate name, title, company, type: lunch, dinner, etc.); B: Business Meals \*(see above); C: Travel; D: Media Contacts; E: Out-of-Pocket; F: Petty Cash Adv.



### **Business Center**

## The Fairmont Copley Plaza Boston 138 St James Ave, MA, 02116

 Name & Card Number
 Usage Date
 08/23/2010

 WOODSON WHITEHEAD
 Invoice #
 23081241

 XXXX-XXXX-XXXX-5362
 Start Time
 12:28:30 PM

 End Time
 12:41:29 PM

 UID
 UMA02116BG1

| \$00.50 13 min \$00.50       |
|------------------------------|
| \$01.00 3 pages \$0<br>/page |
| •                            |
|                              |

TAN ID ROMBBE

TOTAL CHARGES

\$09.50

These charges will appear on your Credit Card bill as Business Center Services by Vertical Systems, Inc. (http://www.ver-sys.com).

For questions please contact Vertical Systems Inc., at support@ver-sys.com -1 (866) VSI 4440





### The Fairmont Copley Plaza Boston

138 St James Ave, MA, 02116

Name & Card Number

WOODSON WHITEHEAD

XXXX-XXXX-XXXX-5362

Usage Date

08/23/2010

Invoice #

23080759

Start Time End Time 07:54:24 AM 07:59:32 AM

UID

UMA02116BG1

| DATE DESCRIPTION                                 | RATE QUANTITY            | CHARGE  |
|--|--------------------------|---------|
| 3/23/2010  |                          |         |
| <pre>PC Usage * * Includes minimum Charges</pre> | \$00.50 5 min<br>/minut  | \$05.00 |
| Black & White Prints                             | \$01.00 8 pages<br>/page | \$08.00 |
| Color Prints                                     |                          |         |
| TAX ID NUMBER                                    | SUB TOTAL                | \$13.00 |
|  |                          |         |

TOTAL CHARGES

\$13.00

These charges will appear on your Credit Card bill as Business Center Services by Vertical Systems, Inc. (http://www.ver-sys.com).

For questions please contact Vertical Systems Inc., at support@ver-sys.com -1 (866) VSI 4440





## The Fairmont Copley Plaza Boston 138 St James Ave, MA, 02116

Name & Card Number

WOODSON WHITEHEAD

XXXX-XXXX-XXXX-5362

Usage Date

08/23/2010

Invoice #

23081043

Start Time

10:35:06 AM 10:43:55 AM

End Time UID

UMA02116BG1

| DATE DESCRIPTION                      | RATE QUANTITY                   | CHARGE  |
|---------------------------------------|---------------------------------|---------|
| 8/23/2010                             |                                 |         |
| PC Usage * * Includes minimum Charges | \$00.50 8 min<br>/minut         | \$05.00 |
| Black & White Prints                  | \$01.00 <b>4</b> pages<br>/page | \$04.00 |
| Color Prints                          |                                 |         |

TAX ID NUMBER

UB TOTAL

\$09.00

TOTAL CHARGES

\$09.00

These charges will appear on your Credit Card bill as Business Center Services by Vertical Systems, Inc. (http://www.ver-sys.com).

For questions please contact Vertical Systems Inc., at support@ver-sys.com -1 (866) VSI 4440

### **EXPENSE REPORT (FORM J)**

### **PAGE <u>1</u> OF <u>1</u>**

| CLIENT CODE: 222 NAME: Susannah Gregory |   |              |           |  |
|---|---|--------------|-----------|--|
| • CLIENT-RELATED (Bil                   | lable and Non-billable)   |              |           |  |
| DATE                                    | DESCRIPTION*  | TOTAL AMOUNT | WORK CODE |  |
| 8/24/10                                 | Taxi: LH&A offices to apartment (S. Gregory)  | 9.44         | E         |  |
| 8/24/10                                 | Amtrak Acela Café: Breakfast for S. Gregory   | 5.00         | Е         |  |
| 8/23/10                                 | Aramark: Drinks for Gombeys at Fenway   | 4.25         | E         |  |
| 8/23/10                                 | Aramark: Water for Gombeys at Fenway  | 33.75        | E         |  |
| 8/23/10                                 | Au Bon Pain: lunch for S. Gregory   | 7.57         | E         |  |
| 8/23/10                                 | Starbucks: Coffee for S. Gregory, M. Horn and T. Swan                                     | 10.32        | E         |  |
| 8/22/10                                 | Amtrak Food Service: Dinner for S. Gregory  | 13.00        | E         |  |
| 8/22/10                                 | Amtrak Food Service: Water/Soda for S. Gregory  | 5.50         | E         |  |
| 8/22/10                                 | Taxi: Apartment to Penn Station (S. Gregory)  | 8.40         | E         |  |
| 8/23/10                                 | Taxi: Fairmont Copley to pick up health permit and return to Fairmont Copley - S. Gregory | 28.55        | E         |  |
|   |   |              |           |  |
| <ul> <li>NON-CLIENT-RELATE</li> </ul>   | D BUSINESS (Description)  |              | I         |  |
|   |   |              |           |  |
|   |   |              |           |  |
|   |   |              |           |  |
|   |   |              |           |  |
|   |   |              |           |  |

| Employee Signature    | Total Expenses   | \$ <u>125.78</u>       |
|-----------------------|--|------------------------|
| Approval: Emily failm | <ul><li>(-) Less Advances</li><li>(+) Due Employee</li><li>(-) Due LHA</li></ul> | \$\$<br>\$125.78<br>\$ |
| Dota:                 |  |                        |

Work Codes: A: Entertainment \*(indicate name, title, company, type: lunch, dinner, etc.); B: Business Meals \*(see above); C: Travel; D: Media Contacts; E: Out-of-Pocket; F: Petty Cash Adv.

### ARAMARK FENWAY PARK BOSTON, MA 02215

934402 Talia 5317 AUG23'10 4:41PM 9 \*BTL16 WTR BEER 33

BEVERAGE SALES

Total Paid 33.75 XXXXXXXXXXXXX5362 XX/XX Visa 33.75

33.75

Print Name

THANK YOU FOR YOUR PATRONAGE

 ARAMARK FENWAY PARK

BOSTON, MA 02215

MEDW DRIVERS COP. 08/24/10 TP 1140. START 1 NO TE 15 1 CARD TE 15 CAR

AMTRAK ACELA CAFE Q12 1-800-USA-RAIL www.amtrak.com

#### AMTRAK# 2153

> I AGREE TO PAY ABOVE TOTAL AMOUNT ACCORDING TO CARD ISSUER AGREEMENT.

EARN POINTS FOR TRAVEL AND PURCHASES WITH THE AMTRAK GUEST REWAPT TO SERVER CALL TO THE AMTRAK TO THE AMERICAN THE AMERICA

7.08 .49

\$7.57

\$7.57 00

"ISTOMER COPY ==:

on Pain Bon Pain 201

Office to ling Specialists 800-765-4227

STORE #000201

QUESTIONS - CONCERNS? Call us at 1 800 TALK ABP Visit us at our website: http://www.aUBONPAIN.COM

Ticket #122930

000201 2 285 122930

LUNCH HOT BAR

TO GO

CREDIT Change

Tax Amount Due

13.120 OZ @ .54/OZ

### **CREDIT CARD FORM (FORM K)**

Use of company credit card: Immediately after charging on your group's credit card you must complete the following and give to the Controller: ☐ VISA ☐ MASTERCARD TO: CONTROLLER DATE: 8/12/2010 **VENDOR:** Sassafraz Restaurant CLIENT & CODE Bermuda 222 APPROX. AMOUNT: \$2,591.70 DESCRIPTION: Bermuda media luncheon in Toronto NAME: Michelle Horn Charges over \$2,000 must have the Chairman or President's approval. Approved by Chairman / President: Date: \_\_\_\_\_

### SASSAFRAZ The Comberland Street Toronto, SW

352

: Fremith Turppy

Peri Juster : XXXXXXXXXXXX2008

Mile : 07/29/2016 11:12:29 AM Petereska # : 66163207 0010010390 M

- pack : 251918

Corver Race : Senthill (sole : 596 spouval # : 127061

Sub Total: \$420.00

Tip: \$ ....

Total: \$\_\_\_\_\_

Go Approved - Thank You 025

→ Customer Copy \*

BERINU DA DEPT OF TORISM

#### SASSAFRAZ

100 Cumberland Street Toronto, ON Tel: 416-964-2222 Check #: 254647

### Duplicate

Date: 08/12/2010 Server; Event #1 Order: 401 Time: 14:47

Client: 1

| 22 | Quiet Storm       | 264.00  |
|----|-------------------|---------|
| 33 | Set Menu          | 1650.00 |
| 5  | Heineken          | 38.75   |
| 6  | Coke              | 18.00   |
| g  | Badoit Large      | 63.00   |
| 21 | Evian Large       | 147.00  |
| 4  | Riesling Cattail  | 152.00  |
| 1  | Motolomo Creavini | 38.00   |
| i  | Dol Espresso      | 4.50    |
| 2  | Leaf Tea          | 11.00   |
|    |                   |         |
|    |                   |         |

TOTAL FOOD: TOTAL LIQUOR: 492.75

> SUB-TOTAL: HST: 310.21

10% Grat: 429.53 and the second of the second o

TOTAL: 3125.99 The control of the design asserts on the control agricultury as into policy control on the second design and t

ON-ACCT : 420.00

de the Melling of the locate the physics access as a contract of financial cases of the second on the second detection to A contract of the second of the se TOTAL: 2705.99 THE METERS AS A STATE OF THE RESIDENCE TO A STATE OF THE PART OF T

With Pleasure

Customer: BERMUDA DEPT OF TOURISM

Code: (38538)



### **CREDIT CARD FORM (FORM K)**

Use of company credit card: Immediately after charging on your group's credit card you must complete the following and give to the Controller: ☐ VISA ☐ MASTERCARD TO: CONTROLLER DATE: 8/13/10 VENDOR: Amtrak CLIENT & CODE 222 - Seconda APPROX. AMOUNT: \$190 DESCRIPTION: Amtrak ticket to Boston for Red Sox events Terry Gallagher NAME: Charges over \$2,000 must have the Chairman or President's approval. Approved by Chairman / President:

Date: \_\_\_\_\_

### **Terry Gallagher**

From: tickets@amtrak.com

Sent: Friday, August 13, 2010 2:47 PM

To: Terry Gallagher

Subject: Amtrak: Reservation Confirmation - THIS IS NOT A TICKET

Thank you for choosing Amtrak. Save or print this page for your records.

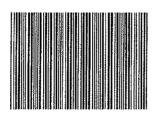
Reservation Number: 0D97B3

### THIS IS NOT A TICKET.

This confirmation notice is not a ticket. You must obtain a ticket before boarding.

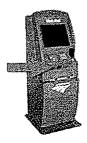
#### TICKETING INFORMATION

THIS IS NOT A TICKET. You must obtain your ticket(s) before boarding. You can pick up your tickets any Amtrak Quik-Trak self-service ticketing kiosk, or at any Amtrak ticket window. Please check station operating hours before you go, as Amtrak ticket window hours and/or Quik-Trak kiosk hours vary from station to station.



### SCAN AT QUIK-TRAK

To pick up tickets at a Quik-Trak ticketing kiosk, print this confirmation page. At the station, scan the barcode under the Quik-Trak scanner and then touch the 'Print Tickets' button. No credit card is needed.



#### **IMPORTANT POLICIES**

For important identification requirements, please visit http://www.amtrak.com/IDrequirements.html.

For important baggage policy information, please visit http://www.amtrak.com/BaggagePolicy.html.

All Amtrak trains except the Auto Train are non-smoking.

### PASSENGER INFORMATION

Passenger 1: Terence Gallagher (Adult)

**ITINERARY** 

New York - Penn Station, NY (NYP) to Boston - Back Bay, MA (BBY) 22-AUG-10; 7:05 pm - 22-AUG-10; 10:36 pm Service: 2258 Acela Express Duration: 3 hr, 31 min <Departs> New York - Penn Station, NY (NYP) 22-AUG-10; 7:05 pm <Arrives> Boston - Back Bay, MA (BBY) 22-AUG-10; 10:36 pm <Seat(s)/Room(s)> 1 Business Class Seat Amenities: Snack car Boston - Back Bay, MA (BBY) to New York - Penn Station, NY (NYP) 24-AUG-10; 6:15 am - 24-AUG-10; 9:40 am Service: 2153 Acela Express Duration: 3 hr, 25 min <Departs> Boston - Back Bay, MA (BBY) 24-AUG-10; 6:15 am <Arrives> New York - Penn Station, NY (NYP) 24-AUG-10; 9:40 am <Seat(s)/Room(s)> 1 Business Class Seat Amenities: Snack car FARE INFORMATION \$190.00 Rail Fare Accommodations \$0.00 Price Ticket Delivery \$0.00 Fee \$190.00 Total

#### **BILLING INFORMATION**

Billed to: Terence Gallagher 39 E. 51st New York, NY 10022 United States

Total Amtrak Charge \$190.00

Credit Card: American Express \*\*\*\*\*\*\*\*2008

#### ADDITIONAL INFORMATION

- \* We recommend that you arrive at the station at least 30 minutes prior to your scheduled departure. Allow additional time if you need help with baggage or tickets.
- \* If you are traveling on the Auto Train you must check in at least two hours before scheduled departure.
- \* To modify or cancel your reservation online you will be asked to supply the reservation number and email address or phone number you used to book the trip. Not all reservations are eligible for online modification. If you are unable to modify or cancel your reservation online, call 1-800-USA-RAIL (1-800-872-7245). Cancellation and/or refund fees may apply.
- \* Need a hotel or car? Amtrak offers great deals for your destination. For the best hotel, car and activity deals, visit http://trip.amtrak.com to book now.
- \* THIS IS NOT A TICKET

#### HAVE A GREAT TRIP!

Questions? Contact us online at http://www.amtrak.com/contactus.html or call 1-800-USA-RAIL (1-800-872-7245).

### **CREDIT CARD FORM (FORM K)**

Use of company credit card: Immediately after charging on your group's credit card you must complete the following and give to the Controller: AMERICAN EXPRESS ☐ VISA ☐ MASTERCARD TO: CONTROLLER DATE: 8/2/10 **VENDOR:** Expedia CLIENT & CODE 222 Bermuda APPROX. AMOUNT: 669.50 DESCRIPTION: Roundtrip airfare for Michelle Horn and Terence Gallagher to Toronto Airport for Bermuda Media Luncheon NAME: Michelle Horn Charges over \$2,000 must have the Chairman or President's approval. Approved by Chairman / President: Date: \_\_\_\_\_

### Michelle Horn

From: Michelle Horn [horn\_michelle@hotmail.com]

Sent: Monday, August 02, 2010 8:50 PM

To: Michelle Horn

Subject: FW: Expedia travel confirmation - Toronto, ON, Canada - Aug 11, 2010 - (Itin# 133311774720)

From: usmail@expediamail.com To: horn\_michelle@hotmail.com

Subject: Expedia travel confirmation - Toronto, ON, Canada - Aug 11, 2010 - (Itin# 133311774720)

Date: Thu, 29 Jul 2010 22:09:45 -0600

### **Travel Confirmation**

Thank you for booking your trip with Expedia. This email is your receipt for the travel item(s) you just booked.

Remember that you can always view your itinerary online for the most up-to-date information.

| Flight: Newark to Toronto                        |                            | Total ticket cost:<br>Taxes & Fees:  | \$500.00<br>\$169.50 |          |
|--|----------------------------|--|----------------------|----------|
| Traveler names: Michelle Horn, Terence Gallagher |                            |  | Airfare total:       | \$669.50 |
| Newark (EWR) to Toronto (YYZ)                    | 08/11/10 4:02 PM - 5:44 PM | Continental 2266<br>Operated<br>By: /EXPRESSJET<br>AIRLINES INC<br>DBA CO<br>EXPRESS | -                    |          |
| Toronto (YYZ) to Newark (EWR)                    | 08/12/10 5:40 PM - 7:38 PM | Continental 3307<br>Operated<br>By: /COLGAN<br>AIR DBA<br>CONTINENTAL<br>CONNECTION  |                      |          |

### Special requests

We will forward your requests to the travel vendor, but as these are subject to availability we can not guarantee that they will be honored. Some special requests (e.g., ski racks, rollaway beds) may incur additional charges from the vendor.

Free and special meals are not available on many flights.

View your itinerary for complete and up-to-date trip details, or to make changes online.

#### **Customer Support**

#### Itinerary number: 133311774720

If you have questions about your reservation, fill out our <u>itinerary assistance form</u>. We'll respond within 24 hours. For immediate assistance call Expedia.com at 1-800-EXPEDIA (1-800-397-3342) or 1-404-728-8787 and have the itinerary number ready.

Did you know about all the ways you can earn ThankYou® Points on Expedia?



Although this itinerary doesn't qualify for ThankYou Points, you can still earn points if you add a hotel booking today or any time before you travel.

Learn more about how to earn points for future bookings.

### Want to know about great travel deals? Sign up to receive Expedia emails!

### Thank you for choosing Expedia.com

#### http://www.expedia.com

You are receiving this transactional email based on a recent booking or account-related update on Expedia.com.

#### CONTACTUS

To contact us or send feedback, please <u>click here</u> or contact us via postal mail at: Expedia, Inc., attn: EMC Team, 333 108th Avenue NE, Bellevue, WA 98004. For additional assistance, visit the Expedia Customer Support Center, or call 1-800-Expedia.

#### CST# 2029030-40

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(EMID: ETM\_PC\_01\_1)(MD: 20100729100945)(ETID: 173756)



**Invoice Number** 5-793-13777

Invoice Date Aug 18, 2010 Account Number 1015-9292-8

Page 4 of 7

### FedEx Express Shipment Detail By Reference (Original)

|                           |                                | To                                | tal FedEx Ex       | xpress                           | USD       | \$17.64 |
|---------------------------|--------------------------------|-----------------------------------|--------------------|----------------------------------|-----------|---------|
|                           |                                | LOU HAMMOND POSTER F              | leference Su       | ıbtotal                          | USD       | \$17.64 |
|                           |                                | Shipment Total                    |                    |                                  | USD       | \$17.64 |
|                           |                                | Total Duties, Tax, Customs, Other | ees                |                                  | USD       | \$7.46  |
| Declared Value            | USD 10.00                      | Advancement Fee                   |                    |                                  | BMD 5.00  | 5.09    |
| Entry Date<br>Entry No.   | Jul 16, 2010<br>4401071        | Customs Duty                      |                    |                                  | BMD 2.33  | 2.37    |
| Customs                   |                                | Total Transportation Charges      |                    |                                  | USD       | \$10.18 |
| edEx Use                  | 52688/_/_                      | Bermuda Terminal Fee              | ****               |                                  | BMD 10.00 | 10.18   |
| Signed by                 | K.THOMPSON                     |                                   |                    |                                  |           |         |
| Rated Welght<br>Delivered | 13.0 lbs<br>Jul 19, 2010 10:47 | Jul 15, 2010 - Conversion Rate    | BMD-USD            | 1.0175000000                     |           |         |
| Packages                  | 10.0%                          | CARLSTADT NJ 07072 US             |                    | SOUTHWIND TON                    | ) IVI     |         |
| Orig/Dest                 | JSL/BDA                        | 65 COMMERCE RD                    |                    | SOUTHAMPTON E                    |           |         |
| Package Type              | Customer Packaging             | HPI                               |                    | THE FAIRMOUNT S  101 SOUTH SHORE |           |         |
| Service Type              | FedEx Intl Priority            | SHIPPING                          |                    | EMILY SANTOS GU                  |           |         |
| Tracking ID               | 975497944261                   | Sender                            |                    | Recipient                        | ·COT      |         |
| layor: Third Pai          |                                | Ref.#3: LOU HAMMOND POST          | UR 2,22_ <i>))</i> |                                  |           |         |
| icked up: Jul 1           |                                | Cust Ref2 LOU HAMMOND PO          |                    | Ref.#2:                          |           |         |



Invoice Number 5-786-29335 Aug 03, 2010

Account Number 1015-9292-8

Page

## FedEx Express Shipment Detail By Reference (Original)

| 13 | icked up::Jul 21: 2010 Cust. Ref.: 222-BERMUDA Ref.#Z:   | Ē |
|----|--|---|
| 2  |  | = |
| Y  | ayor: Recipient Rel.#3:  |   |
| •  | Fuel Surcharge - FedEx has applied a fuel surcharge of 8.00% to this shipment.   |   |
| ٥  | FadEx has audited this airbill for correct pieces, weight, and service. Any changes made are reflected in the invoice amount |   |
|    | We calculated your charges based on a dimensional weight of 31 0 lbs using a dim divisor of 166                              |   |

| FedEx Use         G8295/US001D/_         Discount         -123.79           Customs         Fuel Surcharge         12.60           Entry Date         Jul 21, 2010         Total Transportation Charges         USD         \$170.15   |               | Total FadEx Extress USD |                                    |                      | -100     |
|--|---------------|-------------------------|------------------------------------|----------------------|----------|
| Service Type         FedEx Intl Priority         MICHELLE HORN         MICHELLE HORN           Package Type         Customer Packaging         LOU HAMMOND & ASSOCIATES INC         LOU HAMMOND & ASSOCIATES           Orig./Dest         BDA/JRB         39 E 51ST ST         39 E 51ST STREET           Zone         I         NEW YORK NY 10022 US           Packages         I         NEW YORK NY 10022 US           Packages         I         Sected Weight           Actual Weight         31.0 lbs         Sected Weight           Belivered         Jul 22, 2010 09:21         Signed by           Signed by         J.ALACHAN         Transportation Charge         281.34           FedEx Use         68295/US001D/_         Discount         -123.79           Customs         Fuel Surcharge         12.60 |               |                         | 222-BERMUDA Reference Subtotal USD |                      | \$170.15 |
| Service Type         FedEx Intl Priority         MICHELLE HORN         MICHELLE HORN           Package Type         Customer Packaging         LOU HAMMOND & ASSOCIATES INC         LOU HAMMOND & ASSOCIATES           Orig /Dest         BDA/JRB         39 E 51ST ST         39 E 51ST STREET           Zone         I         NEW YORK NY 10022 US           Packages         I           Actual Weight         13.0 lbs           Belivered         Jul 22, 2010 09:21           Signed by         J.ALACHAN         Transportation Charge         281.34           FedEx Use         G8295/US001D/_         Discount         -123.79           Customs         Fuel Surcharge         12.60   | Entry Date    | Jul 21, 2010            | Total Transportation Charges       | USD                  | \$170.15 |
| Service Type FedEx Intl Priority MICHELLE HORN MICHELLE HORN Package Type Customer Packaging LOU HAMMOND & ASSOCIATES INC LOU HAMMOND & ASSOCIATES Orig/Dest BDA/JRB 39 E 51ST ST 39 E 51ST STREET Zone I BERMUDA BM NEW YORK NY 10022 US Packages I Actual Weight 13.0 lbs Rated Weight 31.0 lbs Delivered Jul 22, 2010 09:21 Signed by J.ALACHAN Transportation Charge 281.34  | Customs       |                         |                                    |                      | 12.60    |
| Service Type FedEx Intl Priority MICHELLE HORN MICHELLE HORN Package Type Customer Packaging LOU HAMMOND & ASSOCIATES INC LOU HAMMOND & ASSOCIATES Orig./Dest BDA/JRB 39 E 51ST ST 39 E 51ST STREET Zone I BERMUDA BM NEW YORK NY 10022 US Packages 1 Actual Weight 13.0 lbs Rated Weight 31.0 lbs Delivered Jul 22, 2010 09:21  | FedEx Use     | G8295/US001D/_          | Discount                           |                      | -123.79  |
| Service Type FedEx Intl Priority MICHELLE HORN MICHELLE HORN LOU HAMMOND & ASSOCIATES INC LOU HAMMOND & ASSOCIATES Orig./Dest BDA/JRB 39 E 51ST ST 39 E 51ST STREET Zone I BERMUDA BM NEW YORK NY 10022 US Packages 1 Actual Weight 13.0 lbs Rated Weight 31.0 lbs   | Signed by     | J.ALACHAN               | Transportation Charge              |                      | 281.34   |
| Service Type FedEx Intl Priority MICHELLE HORN MICHELLE HORN LOU HAMMOND & ASSOCIATES INC LOU HAMMOND & ASSOCIATES Orig./Dest BDA/JRB 39 E 51ST ST 39 E 51ST STREET Zone I BERMUDA BM NEW YORK NY 10022 US Packages 1 Actual Weight 13.0 lbs   | Delivered     | Jul 22, 2010 09:21      |                                    |                      |          |
| Service Type FedEx Intl Priority MICHELLE HORN MICHELLE HORN MICHELLE HORN Package Type Customer Packaging LOU HAMMOND & ASSOCIATES INC LOU HAMMOND & ASSOCIATES Orig./Dest BDA/JRB 39 E 51ST ST 39 E 51ST STREET Zone I BERMUDA BM NEW YORK NY 10022 US Packages 1  | Rated Weight  | 31.0 lbs                |                                    |                      |          |
| Service Type FedEx Intl Priority MICHELLE HORN MICHELLE HORN MICHELLE HORN Package Type Customer Packaging LOU HAMMOND & ASSOCIATES INC LOU HAMMOND & ASSOCIATES Orig./Dest BDA/JRB 39 E 51ST ST Zone L BERMUDA BM NEW YORK NY 10022 US  | Actual Weight | 13.0 lbs                |                                    |                      |          |
| Service Type FedEx Intl Priority MICHELLE HORN MICHELLE HORN MICHELLE HORN Package Type Customer Packaging LOU HAMMOND & ASSOCIATES INC LOU HAMMOND & ASSOCIATES Orig/Dest BDA/JRB 39 E 51ST ST 39 E 51ST STREET   | Packages      | 1                       |                                    |                      |          |
| Service Type FedEx Intl Priority MICHELLE HORN MICHELLE HORN MICHELLE HORN Package Type Customer Packaging LOU HAMMOND & ASSOCIATES INC LOU HAMMOND & ASSOCIATES   | Zone          | Ł                       | BERMUDA BM                         | NEW YORK NY 10022 US |          |
| Service Type FedEx Intl Priority MICHELLE HORN MICHELLE HORN MICHELLE HORN Package Type Customer Packaging LOU HAMMOND & ASSOCIATES INC LOU HAMMOND & ASSOCIATES   | Orig./Dest.   | BDAJRB                  | 39 E 51ST ST                       | 39 E 51ST STREET     |          |
| · · · · · · · · · · · · · · · · · · ·  | Package Type  | Customer Packaging      | LOU HAMMOND & ASSOCIATES INC       |                      |          |
|  | Service Type  | FedEx Intl Priority     | MICHELLE HORN                      | MICHELLE HORN        |          |
|  | Tracking ID   | 867273934040            | Sender                             |                      |          |



## DialCar, Inc.

2104 Avenue X Brooklyn,NY 11235 Tel: 1-(718) 743-8042

Fax: 1-(718) 743-6018

| Job #:226839 On Date:7/21/2010                       | 00:00:00 Car:242V    | Ticket:A3141366     |
|--|----------------------|---------------------|
| BYTH MANAGE FAIR                                     | 1 1 242 V            | LA 3141366          |
| Low Hammand ASSC 2268                                | 3 9 TIME 41:22 (1)   | For Office Use Only |
| Michelle From Femily SAL                             | 405 DATE 7/21/10     | руасор              |
| FROM T. E. E.  | PICKUP THATE 7-22 BY | 12/                 |
| To Terrey City 100 Palisacle                         | STOPS HUNNAY ST      | Ono W               |
|  | 2                    | STOPS W.T.          |
| Personal Overtime Temporary Personal                 | . 2421/              | PHONE               |
| DIAL CAR www.dialcar.com                             | - 1201               | TOLIS 13.50         |
| 2104 AVENUE X, BROOKLYN, NY 11235<br>(718) DIAL-CAR  | 5 1231               | MISC.               |
| WARDS OUT OF YORKS OR AT AMPORT CALL 1-605-DIAL 7405 | 6                    | GRATUITY            |
| ACCOUNT NO. DEPT. NO. J.F.K.                         | 41- NJ271            | TOTAL               |
| 300012   | OVER []              |                     |
| Fare:\$97.00 SC:\$4.00 AS:\$22.00                    | Wait:\$8.00 NYSSC:   | \$2.89              |
| Tolls:\$13.50 Misc:\$.00 Phone:                      | \$.00 Tax:\$.00 T    | otal:\$147.39       |

| Attr                        | PAI               | E#   GAR 37  | LA 317004   | 5    |
|-----------------------------|-------------------|--------------|-------------|------|
|                             | 222               | 7017 PICKUPY | AM AM       |      |
| FOUL PROMISE OF COMPANY     | 1185              | 7275.47      | 126         | · 'N |
| ROM (Name or passenger      |                   | ACTUAL       | PRICE       | 7    |
|                             | NO!               | PICKUP TIME  | - Das / - 1 | _    |
| Cinci no.                   |                   | STOPS        | ONE. W.E    |      |
|                             | Eniproves No.     | COVO.        | STORD W.T.  | _    |
| Personal Oversine Tamp      | METY Peckage      | 3 22 6       | PHONE       |      |
| DIAL CA                     | AF                | 4 7          | TOUS ST. OD |      |
| 2104 AVENUE X, BROOM        | KLYN, NY 11235    | 5 6          | MISC.       |      |
| WHEN OUT OF TOWN OR AT AMPO | AT CAL THOUGHLAND | . 2          | GRATUTTY    |      |
| ACCOUNT NO. DEPT. NO.       | 1/12              | 71 16        | K . TOTAL   |      |
| LE312,                      | 1,000             | -1/-/        |             |      |
|                             |                   | OVER         | 0           |      |

TOTAL: \$263.67



TERMS: NET 30 DAYS

75 East Northfield Road, Livingston, New Jersey 07039 973.992.6600 / 800.631.1160

Lou Hammond & Associates \Bermuda Tourism

Att: Ms. Mary Messias, Controller

39 East 51st Street New York, NY 10022 P.O. NO. > ACCOUNT NO. > 8266 AQ DATE > 08/31/10 INVOICE NO. > 10070979

INVOICE TOTAL > \$451.56

TOTAL DUE > \$451.56

| For the period 08/01/10 through 08/31/10<br>Previous Balance<br>Basic Rate Charge  | 0.00   |
|--|--|
| Clip Transactions: 102 Clippings Delivered 3 Internet Clips Charged @ \$1.42 each 18 eClips Charged @ \$1.42 each 80 Scanned Clips Charged @ \$1.42 each 1 WSJ Scanned Clip Charged @ \$2.84 each Copyright Royalty Fees Sales Tax | 4.26<br>25.56<br>113.60<br>2.84<br>9.24<br>36.06 |

\*222

TOTALIN 750.97

INVOICE TOTAL

451.56

AN INTEREST CHARGE IS ASSESSED ON ALL AMOUNTS OVER 30 DAYS OUTSTANDING

TOTAL AMOUNT DUE D

451.56

| Mile on to over the orthogonal mile many |              |              |              |               |  |
|--|--------------|--------------|--------------|---------------|--|
| CURRENT                                  | OVER 30 DAYS | GVER 60 DAYS | OVER 90 DAYS | OVER 120 DAYS |  |
| \$451.56                                 | \$.00        | \$.00        | \$.00        | \$.00         |  |





PURCHASE ORDER NO. 🔊

ACCOUNT NO. №8266 AQ

DATE >-08/31/10

INVOICE NO. №10070979

## BurrellesLuce Media Analysis

A Burrelles Luce Company

75 East Northfield Road • Livingston, NJ 07039 973.992.6600 • 212.227.5570 • 800.631.1160

Lou Hammond

\Bermuda Tourism

Att: Ms. Mary Messias, Controller

39 East 51st Street New York, NY 10022

TERMS: NET 30 DAYS

P.O. NO. 🌬

ACCOUNT NO. № 8266 KB ▶ 08/31/10

INVOICE NO. № 10070983

INVOICE TOTAL \$ \$299.41

TOTAL DUE \$299.41

Previous Balance Media Measurment report for July 2010

Services Rendered Sales Tax

0.00

275.00 24.41

\*222

INVOICE TOTAL

299.41

AN INTEREST CHARGE IS ASSESSED ON ALL AMOUNTS OVER 30 DAYS OUTSTANDING

TOTAL AMOUNT DUE &

299.41

| CURRENT  |       | GVER 60 DAYS | OVER 90 DAYS | OVER 120 DAYS |
|----------|-------|--------------|--------------|---------------|
| \$299.41 | \$.00 | \$.00        | \$.00        | \$.00         |



BurrellesLuce Media Analysis

A Burrelles Luce Company

76 E. Nortifield Road - Libringson NJ 07039 973:292 0609 - 212:227 E570 - 500:631 1160

PURCHASE ORDER NO. 30

ACCOUNT NO. №8266 KB

DATE >08/31/10

INVOICE NO. \$-10070983

FEDERAL I.D. NO. 20-0253253

Account Number: 7333

Company Name: LOU HAMMOND ASSOC.

Invoice Number: 1423002

Invoice Date: 08/20/10

Page: 2 of 2

| ACCOUNT NO  | CCOUNT NUM-VIP NUM COMPANY NAME |              | FARI          | _                  | 128.00  |        |            |         |        |                |        |          |
|-------------|---------------------------------|--------------|---------------|--------------------|---------|--------|------------|---------|--------|----------------|--------|----------|
| 7333        | . L                             |              |               | LOU HAMMOND ASSOC. |         |        |            |         | 1 711  |                | 120.00 |          |
| PASSENGER   | NAME                            |              | Ι.            | RESERVATIO         | N NUM   | Nonc   | HER NUM    |         |        | s.c            | - 1    | 4.00     |
| GALLAGHI    | ER, TERF                        | RENCE 10     | 0102405B      | 008122014          | 5       |        |            |         |        | <u> </u>       |        |          |
| DATE        | CAR,NO                          | JOB NO       | DRIVER'NO     | DISP TIME          | ETAIN   | IINS)  | RSV TIME   | PICKU   | PTIME  | TIPS           | 1      |          |
| 08/12/10    | 931                             | 77           | 8817          | 8:17 PM            |         |        | 8:30 PM    | 8:32    | PM     | <u> </u>       |        |          |
| Ÿ.          | REQUI                           | REMENTS      |               |                    |         | S      | rop        |         |        | TOLL           | s į    | 4.10     |
|             |                                 |              | , /           | ZO                 | NE-ZIP  |        |            | WAIT    | ·      | W.T            |        | ·····    |
|             |                                 | 122          | 2)            | 1                  |         |        |            |         |        | -              |        | ····     |
|             |                                 |              |               |                    |         |        | ĺ          |         |        | STO            | s      |          |
|             |                                 |              |               |                    |         |        |            |         |        | SLS            | ТΧ     | 9.53     |
| PICKUP POIN | T                               |              | •             |                    |         |        | Z          | ONE-ZIP |        | <del>├</del> ─ |        |          |
| EWR, CON    | ITINENTA                        | L AIRLINE    | S             |                    |         |        |            | 77701   |        | MISC           | ;      | 2.72     |
| FINAL DEST  |                                 |              |               |                    |         |        |            |         |        | TOTA           | ,, 1   | 148.35   |
| 7 ELDRIDO   | GE AVE                          |              |               |                    |         |        |            | 79155   |        | 100            | 4      | 146.33   |
|             | PURSU                           | ANT TO ARTIC | CLE 6F NYS EX | ECUTIVE LAW        | . 1999. | A 2% N | YBCOIF SUF | CHARGE  | IS ADI | DED T          | OALL   | RIDES    |
| Voucher#:   | Passenger                       | •            |               | Fare               | S.C     | Tips   | Talls V    | I.T Sto | ps P   | hone           | Misc   | : Total  |
| 1)          | GALLAGH                         | ER. TERREN   | CE            | 128.00             | 4.00    |        | 4.10       |         |        | 9.53           | 2.7    | 2 148.35 |

## CREDIT CARD FORM (FORM K)

Use of company credit card: Immediately after charging on your groups credit card you must complete the following and given to the Controller:

|               | CICAN EXPRESS                        |          | VISA                |
|---------------|--------------------------------------|----------|---------------------|
| TO:           | CONTROLLER                           |          |                     |
| DATE:         | 08.02.10                             |          |                     |
| VENDOR:       | US Airways                           |          |                     |
| CLIENT & CO   | ODE Bermuda 222                      |          |                     |
| APPROX. AM    | 10UNT: <u>\$299.40</u>               |          |                     |
| DESCRIPTIO    | N: <u>RT flight for journalist A</u> | nthony_  | Leodora to Bermuda. |
| NAME:         | Krissy                               |          |                     |
| Charges over  | \$2,000 must have the Chairman or    | r Presid | ent's approval.     |
| Approved by 0 | Chairman / President:                |          |                     |
| Date:         |                                      |          |                     |

From: reservations@email-usairways.com Sent: Monday, August 02, 2010 11:41 AM

To: Kristina Paiz

Subject: Your US Airways flight



Your reservation

Book travel

Travel tools

Dividend Miles

Specials

**US Airways Vacations** 

### Confirmation code: EKKRBG

Date issued: Monday, August 02, 2010



\* New baggage policy



One or more of the cities in this itinerary have new passport requirements.



Scan at any US Airways kiosk to check in.

### **Passengers**

Passenger name

Frequent flyer # (Airline)

Ticket number

Special needs

Anthony Leodora

03723978685022





Trip details S Download to Outlook

Depart: Philadelphia, PA (PHL) & Bermuda, Bermuda (BDA)

Date: Thursday, September 30, 2010

Status: Active

Flight #/ Carrier Depart

Arrive

Travel time Meal

Aircraft

Cabin

Seats

1070

10:15 AM PHL 01:34 PM BDA 2h 19m

None

A319

Coach 13A

Return: Bermuda, Bermuda (BDA) Philadelphia, PA (PHL)

Date: Sunday, October 03, 2010

Status: Active

Flight #/ Carrier Depart

Arrive

Travel time Meal

Aircraft

Cabin

Seats

1425

03:05 PM BDA 04:30 PM PHL 2h 25m

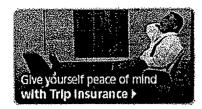
None

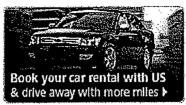
A320

Coach

16F

**US Airways** 







#### Total travel cost (1 passengers)

1 Adult Taxes + fees \$205.00 \$94.40

Fare total

\$299.40 Non-refundable

Total

\$299.40

Helpful links

Manage your reservation

Join Dividend Miles

Airport information

Baggage policies

TSA regulations

Seated in an exit row? Read about checking in.

Charged to Lou Hammond
2008 American Express

Estimated Dividend Miles earned per member: 1,570 miles





### Terms & conditions

- · Ticket is non-transferable.
- · Ticket is non-refundable.
- Unused tickets must be cancelled on the date of departure to retain value.
- Any change to this reservation, including flights, dates, or cities, is subject to a fee per passenger (according to the
  rules of the original fare). The new itinerary will be priced at the lowest available published fare at the time of
  change, which may result in a fare increase.
- Customers traveling to international destinations can review our International Travel Advisements for information regarding required documentation and baggage limitations.
- · Ticket expires one year from original date of issue.
- Checked baggage fees may apply.
- Air transportation on US Airways is subject to the US Airways Contract of Carriage. View this document in PDF format.
- Security regulations may require us to disclose to government agencies the data you provide to us in connection with this reservation.
- Changes to the country of origin are not permitted, except for changes between the United States and U.S. territories.
- Send US your compliments and/or complaints.

## **CREDIT CARD FORM (FORM K)**

Use of company credit card: Immediately after charging on your groups credit card you must complete the following and given to the Controller:

| ⊠ AME        | RICAN EXPRESS                    |          | VISA                 |
|--------------|----------------------------------|----------|----------------------|
| TO:          | CONTROLLER                       |          |                      |
| DATE:        | 08.02.10                         |          |                      |
| VENDOR:      | American Airlines                |          |                      |
| CLIENT & C   | ODE <u>Bermuda 222</u>           |          |                      |
| APPROX. AN   | MOUNT: <u>\$398.50</u>           |          |                      |
| DESCRIPTIO   | DN: RT flight for journalist Ja  | ımes He  | ennessey to Bermuda. |
| NAME:        | Krissy                           |          |                      |
| Charges over | \$2,000 must have the Chairman o | r Presid | ent's approval.      |
| Approved by  | Chairman / President:            |          |                      |
| Date:        |                                  |          |                      |

From: American Airlines@aa.com [notify@aa.globalnotifications.com]

Sent: Monday, August 02, 2010 12:18 PM

To: Kristina Paiz

Subject: E-Ticket Confirmation-LDXESX 30SEP



### elicket tinerary & Receipt Confirmation

Reservations Award Booking My Account Fare Sales & Offers

Book Activities

AmericanAldines Vacations

DEALS & OFFERS

Around the World

NEOOK NOW:

3310 miles

on this

Enroll Nov



Date of Issue: 02AUG10

Lou Hammond:

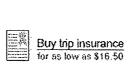
Thank you for choosing American Airlines / American Eagle, a member of the oneworld™ Alliance. Below are your itinerary and receipt for the ticket(s) purchased. Please print and retain this document for use throughout your trip.

**Record Locator: LDXESX** 

You may check in and obtain your boarding pass for U.S. domestic electronic tickets within 24 hours of your flight time online at AA.com by using www.aa.com/checkin or at a Self-Service Check-In machine at the airport. Check-in options may be found at www.aa.com/options. For information regarding American Airlines checked baggage policies, please visit www.aa.com/baggageinfo. For faster check-in at the airport, scan the barcode at any AA Self-Service machine.

Effective February 1, American Airlines is cashless onboard all flights. For in-flight purchases, we will accept Citi® / AAdvantage® MasterCard® and other major credit or debit cards only. Cashless cabins will not be implemented onboard American Eagle and American Connection flights - only cash will continue to be accepted onboard those flights. For more information about cashless cabins, please visit www.aa.com/cashless.

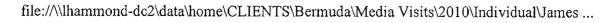
You must present a government-issue photo ID and either your boarding pass or a priority verification card at the security screening checkpoint.





Book a hotel







### **Record Locator: LDXESX**

| Itinerary         |                  |                 |                      |                 |          |                   |
|-------------------|------------------|-----------------|----------------------|-----------------|----------|-------------------|
|                   | Flight Departing |                 | Arrivin              | Booking         |          |                   |
| Carrier           | Number           | City            | Date & Time          | City            | Time     | Code              |
| ΑΆ                | 308              | MIAMI INTERNTNL | THU 30SEP<br>4:15 PM | BERMUDA         | 7:50 PM  | Q                 |
| American Airlines | Jan              | nes Hennessey   |                      | Economy         | Seat 20F | Food For Purchase |
| Α̈́A              | 1325             | BERMUDA         | SUN 03OCT<br>8:30 AM | MIAMI INTERNTNL | 10:20 AM | Q                 |
| American Airlines | Jan              | nes Hennessey   |                      | Economy         | Seat 21F | Food For Purchase |

| PASSENGER       | TICKET NUMBER | FARE-USD | TAX   | TICKET TOTAL |
|-----------------|---------------|----------|-------|--------------|
| JAMES HENNESSEY | 0012323260027 | 304.00   | 94.50 | 398.50       |

You may have purchased a "Special Fare" and certain restrictions apply. Some fares are NON-REFUNDABLE. If the fare allows changes, a fee may be assessed for the change.

Electronic tickets are NOT TRANSFERABLE. Tickets with nonrestrictive fares are valid for one year from original date of issue. If you have questions regarding our refund policy, please visit <a href="https://www.aa.com/refunds">www.aa.com/refunds</a>.

To change your reservation, please call 1-800-433-7300 and refer to your record locator.

Check-in lines will vary by departure location. In order to determine the time you need to check-in at the airport, please visit www.aa.com/airportexpectations.

If you are traveling internationally, please ensure that you have the proper documentation. All necessary travel documents for the countries being visited must be presented at airport check-in. Check with the consulate of these countries to determine the documents required. Additional information can be found at International Travel.

New Requirements for Travelers Between the United States and the Western Hemisphere:

Effective January 23, 2007, All nationals of the U.S., Canada and Bermuda will be required to hold a passport to enter or re-enter the United States if coming from the Caribbean (except Puerto Rico and the US Virgin Islands), Bermuda, Central and South America by air and by sea. This is a change from prior travel requirements and will affect all United States citizens entering the United States from countries within the Western Hemisphere. This new requirement will also affect certain foreign nationals who currently are not required to present a passport to travel to the United States. For additional information on this new policy and instructions on how to obtain a passport, please visit Travel Documents.

A summary of Terms and Conditions of Travel is available by selecting the Conditions of Carriage button below.













We know why you fly AmericanAirlines AA.com

## **CREDIT CARD FORM (FORM K)**

Use of company credit card: Immediately after charging on your groups credit card you must complete the following and given to the Controller:

| ⊠ AMEF       | RICAN EXPRESS                    |           | VISA                           |
|--------------|----------------------------------|-----------|--------------------------------|
| TO:          | CONTROLLER                       |           |                                |
| DATE:        | 07.27.10                         |           |                                |
| VENDOR:      | Sassafraz                        |           |                                |
| CLIENT & C   | ODE Bermuda 222                  |           |                                |
| APPROX. AN   | MOUNT: \$420.00 <b>4</b>         |           |                                |
| DESCRIPTIC   | N: Venue deposit for the Au      | ıg. 12 T  | oronto Bermuda media luncheon. |
| NAME:        | Kristina Paiz                    |           |                                |
| Charges over | \$2,000 must have the Chairman o | or Presid | lent's approval.               |
| Approved by  | Chairman / President:            |           |                                |
| Date:        |                                  |           |                                |



## Sassafraz Event Space Contract

Thank you for selecting Sassafraz for your upcoming lunch taking place on Thursday, August 12, 2010. In order to confirm this booking as definite we ask that you sign this document returning a copy to our attention via scan to dschott@sassafraz.ca (preferred) or fax at 416-964-2402 by Thursday, July 29, 2010.

**Company Information** 

Company/Party:

L Hammond

Post As:

Bermuda Department of Tourism

Contact:

Kristina Paiz

On Site Contact: Phone:

As Above 212-308-8880

E-Mail:

kristinap@lhammond.com

Sassafraz Contact

Sassafraz Contact:

Dennette Schott, Sales Manager

Phone:

416-964-2222

E-Mail:

dschott@sassafraz.ca

**Event Details** 

Date of Event:

Thursday, August 12, 2010

Access to Room by:

11:30am //AM

Start:

12noon

Finish:

2pm

Room (s):

Bellair

Expected # of Guests: 25 (estimate)

Guarantee number of guests is required 48 business hours in advance. Should additional guests arrive we will endeavor to accommodate all guests within the limits of our space.

To be confirmed minimum of (10) business days prior to event. Beverage Menu: To be confirmed minimum of (10) business days prior to event.

### **Detail Event Contract**

Specific event details such as menu, rentals (if any), room set up, timing etc, will be outlined on a Sassafraz Detail Event Contract issued a minimum 10 days prior to event.



(Please fully complete this sheet)

| Company:                                  | L. Hammond Lou Hammand & HSSOCIATES   |
|---|---|
| Contact Name:                             | Michelle Hon  |
| my credit card as d                       | az to process the amount of \$420.00° as deposit for the event through letailed below. I agree that if the event is cancelled with less than 14 be billed the full minimum of \$1,400.00. |
| I authorize Sassafr<br>following the even | az to charge any and all amounts due to my credit card, immediately it.   |
|   | Please Print Clearly  |
| Card Type:                                | American Express  |
| Card Number:                              |   |
| Expiry Date:                              | 12/12   |
| Name on Card:                             | Low Hammond   |
| Authorized Signatu                        | are:  |
| Street Address:                           | 39 East 51 Street   |
|   | New Yorks NY/002Z   |
|   | lease provide a copy of the front and back of the card. can to: dschott@sassafraz.ca or fax to: 416-964-2402 Attention: Dennette Schott, Sales Manager                                    |

100 Cumberland Street Toronto, ON M5R 1A6T: 416-964-2222 F: 416-964-2402 www.sassafraz.ca dschott@sassafraz.ca

### **Guaranteed Minimum Sales**

There shall be a minimum charge of \$1,400.00 for this event despite the amount of food and beverage actually purchased exclusive of taxes and 18% gratuity.

### Guarantees

Guarantee of numbers in attendance is required 48 business hours prior to the function. You will be charged the minimal guarantee or the actual number in attendance, whatever is greater. If your guarantee increases within 48 hours please call in as soon as possible to ensure both service and kitchen teams are properly prepared.

### Cancellations

Deposit is 100% refundable in advance of 30 days notice from event date. If function is cancelled with less than 30 days notice the deposit will be forfeited. If the function is cancelled with less than 14 days notice of event date the minimum food and beverage charge will be charged in the amount of \$1,400.00.

### Deposit

Thirty per cent deposit of \$420.00 is required to reserve the event space and is to be received by Sassafraz within five (5) business days of signing this contract to be payable by credit card, cash or cheque.

### Payment

Payment or Guaranteed Minimum Sales is due at the conclusion of the event less deposit received. The card holder shall authorize Sassafraz to charge any and all amount due immediately following the event, to their credit card (unless prior arrangements are made with Sassafraz in writing).

| Office A Nices | Low Honnoard Si | ASSOCIATES<br>Sassafraz: |  |
|----------------|-----------------|--------------------------|--|
| Client Name:   |                 | Sassairaz:               |  |
| Date:          | 7/27/10         | Date:                    |  |
|                |                 |                          |  |

All events must be guaranteed by credit card for the full amount including the minimum balance.

省SD/CES/REGISTRATION OF



## LOU HAMMOND & ASSOCIATES, INC.

39 East 51st Street, New York, NY 10022-5901 • 212-308-8880 • Fax 212-891-0200 • e-mail lha@lhammond.com

Bill To

C. Ann Shutte
Director of Global Operations
BERMUDA DEPARTMENT OF TOURISM
675 Third Avenue 20th Floor
New York, NY 10017

# Invoice

Date Invoice # 10/27/2010 33394

FOR: Out-of-pocket expenses incurred on your behalf during the month of September -- REVISED.

78 AT 10

| · · · · · · · · · · · · · · · · · · · |  | <u> </u> |
|---------------------------------------|--|----------|
| Item                                  | Description  | Amount 🗧 |
| Publications                          | BurrellesLuce clipping service   | 695.75   |
| Airfare                               | Roundtrip airfare for journalist Brian Kendall   | 519.24   |
| Printing                              | Posterboards for event - morning shows   | 44.56    |
| Accommodations                        | Conde Nast Traveler Awards Honorarium for Regis Philbin presentation   | 5,000.00 |
| Airfare                               | Roundtrip airfare for Glendolyn Pope for ADHT Conference   | 490.50   |
| Accommodations                        | Downloading video footage and voice overs, creating 8 minute promotional video   | 5,537.25 |
| Accommodations                        | Deposit for the Andre Phillips band to play for the Bermuda Terminal Five event<br>October 8                                 | 500.00   |
| Accommodations                        | Remainder of fee for the Andre Phillips band to play for the Bermuda Terminal Five event October 8                           | 500.00   |
| Local Travel                          | Peter Greenberg travel allowance   | 2,500.00 |
| Airfare                               | Flights for Michelle Horn re Canada Road Show  | 863.05   |
| Airfare                               | Elight for Michelle Horn re Boston promotion at Deutsche Bank  | 59.70    |
| Local Travel                          | Transportation for Sheila Smith, Selena Lambert and the Gombey Troupe, re<br>Boston event                                    | 259.10   |
| Local Travel                          | Additional transportation for Sheila Smith, Selena Lambert and the Gombey Troupe, re Boston event                            | 893.88   |
| Accommodations                        | Fairmont Copley Plaza room charges for Terry Gallagher, Susannah Gregory, Michelle Horn and Sheila Smith during Boston event | 2,103.12 |
| Accommodations                        | Wicked Good Cookies for Fenway Park event  | 107.25   |
| Local Travel                          | Expenses for Michelle Horn during Boston event   | 709.29   |
| Local Travel                          | Expenses for Terry Gallagher during Boston and Toronto events  | 452.45   |
| Local Travel                          | Expenses for Terry Gallagher during Boston Red Sox event   | 85.15    |
| Local Travel                          | Expenses for Michelle Horn during Canada Road Show   | 782.92   |
| Local Travel                          | Expenses for Michelle Horn during Canada Road Show   | 389.18   |
| Accommodations                        | Photographer for Montreal Canadian Road Show event   | 437.00   |
| Accommodations                        | Photographer for Ottawa Canadian Road Show dinner  | 503.00   |
| Accommodations                        | Photographer for Toronto Canadian Road Show event  | 1,753.00 |
| Airfare                               | Roundtrip airfare for journalist Brent Long for PGA  | 420.59   |
| Accommodations                        | Long-distance telephone  | 35.67    |
| Printing                              | Copy August 2010 Reports   | 57.60    |
| Printing                              | Color copy August clips  | 17.60    |
| Printing                              | Color copy PR Plan   | 26.40    |
| Printing                              | Color copies of Toronto Media Event document   | 9.00     |
| Payable within 30 day:                | s of invoice. A charge of 1.5% per month will be made thereafter.  | Total    |
|                                       | Page 1   | i Utai   |

Bill To

C. Ann Shutte
Director of Global Operations
BERMUDA DEPARTMENT OF TOURISM
675 Third Avenue 20th Floor
New York, NY 10017

# Invoice

Date 10/27/2010

Invoice # 33394

FOR: Out-of-pocket expenses incurred on your behalf during the month of September -- REVISED.

| ltem                                  | Description   | Amount            |
|---------------------------------------|---|-------------------|
| Printing<br>Printing                  | Color copies of document for client meeting Copy press clips and bind August 2010 Reports | 35.20<br>34.00    |
|                                       |   |                   |
|                                       |   |                   |
|                                       |   |                   |
|                                       |   |                   |
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| · · · · · · · · · · · · · · · · · · · |   |                   |
| ayable within 30 days of in           | voice. A charge of 1.5% per month will be made thereafter.  Page 2                        | Total \$25,821,45 |

### CHECK REQUEST (FORM L)

DATE: 10/13/10

FROM: Terry Gallagher

Check made payable to: Philbin Enterprises

Amount: \$5,000

Charge: Bermuda - 222

For: Conde Nast Traveler Awards Honorarium for Regis Philbin Presentation

-- CHECK REQUESTS MUST BE SUBMITTED 24 HOURS IN ADVANCE --

FOR AMOUNTS OF \$2,000.00 OR MORE, SIGNATURE OF PRESIDENT IF REQUIRED.

Stephen Hammond/

ID 13-3269890

### **Mary Messias**

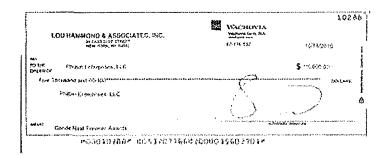
From: erica.prysock@wellsfargo.com

Sent: Friday, November 12, 2010 10:51 AM

To: Mary Messias

Cc: helen.pratt-thomas@wellsfargo.com; Terry Gallagher

Subject: RE: Need check copy



the extra four provinces the contract



Thanks!

е

Erica W. Prysock AVP, Senior Client Associate

Wells Fargo Private Bank 177 Meeting Street, Suite 240 Charleston, SC 29401 MAC D3601-020 Tel 843.727.1097 Fax 843.727.1056

erica.prysock@wellsfargo.com

Wells Fargo Private Bank provides products and services through Wells Fargo Bank, N.A. and its various affiliates and subsidiaries.

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From: Mary Messias [mailto:marym@lhammond.com]

Sent: Friday, November 12, 2010 10:46 AM

To: Prysock, Erica W

Cc: Pratt-Thomas, Helen C; Terry Gallagher

## **COLOR COPIES FORM (FORM Z)**

DATE: 9/23/10

ACCOUNT REP: IN

CLIENT CHARGES: Bemida

LHA CHARGE

DESCRIPTION: COLOR print of PR Plan

TOTAL # OF COLOR COPIES: 4

TOTAL COST: \$ 26,40

## **EXPENSE REPORT (FORM J)**

## PAGE 1 OF 1

| CLIENT CODE: 222                     | NAME: Michelle Horn                                      |                    |                                    | <b>DATE:</b> 9/30/10 |
|--------------------------------------|--|--------------------|------------------------------------|----------------------|
| · CLIENT-RELATED (Billabl            | e and Non-billable)                                      |                    |                                    |                      |
| DATE                                 | DESCRIPTION*   |                    | TOTAL AMOUNT                       | WORK CODE            |
| 9/16/10                              | Fairmont Queen Elizabeth Hotel                           |                    | 279.39                             | E                    |
| 9/16/10                              | Cab to Montreal airport departing Canada Road Show       |                    | 40.59                              | E                    |
| 9/16/10                              | Dinner at Montreal airport                               |                    | 31.01                              | E                    |
| 9/16/10                              | Cab from Newark airport to home address from Can<br>Show | ada Road           | 28.00                              | E                    |
|                                      |  |                    |                                    |                      |
|                                      |  |                    |                                    |                      |
|                                      |  |                    |                                    |                      |
| NON-CLIENT-RELATED E                 | USINESS (Description)                                    |                    |                                    |                      |
| 9/16/10                              | Foreign Transaction Fees from Canada charges             |                    | 10.19                              |                      |
|                                      |  |                    |                                    |                      |
|                                      |  | ,                  |                                    |                      |
| Employee Signature  Approval:  Date: | Total Exp (-) Less A (+) Due E (-) Due L                 | dvances<br>mployee | \$ <u>389.18</u><br>\$<br>\$<br>\$ |                      |

Work Codes: A: Entertainment \*(indicate name, title, company, type: lunch, dinner, etc.); B: Business Meals \*(see above); C: Travel; D: Media Contacts; E: Out-of-Pocket; F: Petty Cash Adv.

| Cab fo //  | Withen [    | an Day j  | 222 Miheli<br>HP |
|--|-------------|---|------------------|
| J-D IA   | A-Y         | MONTANT - AMOUNT<br>Toutes taxes incluses<br>All taxes included | 1/200            |
| TPS # GST #  |             | # Lanternon<br># Dome   | Lance Comment    |
| TVQ a<br>QST #<br>SIGNATURE  | 20          | # Vignotto  | D) [perac        |
| 5.00 (1.00 ( | 51427       | JUD, 590  | VISA 🔮           |
| The state of the s | www.taxidia | mond.com  | Panier Land      |

| Tanada React Show  Canada React Show  HMSHOST  HOUSTON  AEROPORT MONTREAL - TRUDEAU  (: 6496  E: 105/1  ER: 3319 Karine  16SEP'IC 17:18  TYPE: Master Card  #: XXXXXXXXXXXXXE294  IATE: XX/XX  CODE: 662870  MICHELLE L HORN | 16 - 09 - 10  Square of the files of the fil |
|--|--|
| : 27.05  | & Limousing Fax: 201-985-9940 222 www.unitedlimoje.com C46 Fax   |
| round SIRE/TIP: 5  | Date: 9/16/10 MH home<br>From: fullway M   |
| TOTAL: 32.09   | To: <i>[0] FA]<sub>I</sub>SAdC AVC_A):T</i><br>Amount of Fare:   |
| X<br>HMSHOST<br>TPS#137512901 TVQ#1019856077   | Other Charges: TOTAL: Driver's Name: Car Number:   |



MONTRÉAL

900 BOUL. RENÉ LÉVÉSQUE OUEST MONTREAL, QUEBEC CANADA H3B 4A5 T 514 861 3511 F 514 954 2296 G.S.T. Registration # 832520811 T.V.Q. / Q.S.T. # 1213720364

**Bermuda Department of Tourism** Michelle Horn 100 Palisade Ave 4b Jersey City, NJ 07306 US

Chambre / Room

0836

N° Folio

559354

N° Cassier / Cashier :

291

N° Page

1 of 1

Groupe / Group Nam

Bermuda Tourism

Arrivée / Arrival

09-15-10

Départ / Departure

09-16-10

Fairmont President's Club

3248839479

| Date     | Description                  | Frais/Charges    | Credits |                  |               |
|----------|------------------------------|------------------|---------|------------------|---------------|
| 09-15-10 | Chambre / Room               |                  |         | 229.00           |               |
| 09-15-10 | Taxe hébergement / Room Tax  |                  |         | 8.02             |               |
| 09-15-10 | T.P.S. Chambre / Room G.S.T. |                  | 11.85   |                  |               |
| 09-15-10 | T.V.Q. Chambre / Room P.S.T. |                  | 18,66   |                  |               |
| 09-16-10 | Service à l'étage / IRD      |                  |         | 21.56 <i>- L</i> | Breakfast for |
| 09-16-10 | Mastercard                   | XXXXXXXXXXXX8294 | XX/XX   |                  | 289.09        |
|          |                              | Total            |         | 289.09           | 289.09        |
|          |                              | Solde/Balance    |         | 0.00             |               |

| T.P.S. Sommaire / G.S.T. Summary |       |  |  |  |  |  |
|----------------------------------|-------|--|--|--|--|--|
| Chambre/Room                     | 11.85 |  |  |  |  |  |
| Restauration/F&B                 | 0.96  |  |  |  |  |  |
| Autres/Other                     | 0.00  |  |  |  |  |  |
| Total                            | 12.81 |  |  |  |  |  |

T.V.Q. Sommaire / P.S.T. Summary

0.00

Chambre/Room 18.66 Restauration/F&B 1.50 Autres/Other

Total 20.16 \$279.39US

Signature du client Guest Signature X

Pour informations et réservations visitez notre site web au www.fairmont.com ou téléphonez aux Hôtels Fairmont: 1 800 441 1414 à partir des États-Unis ou du Canada For information or reservations, visit us at www.fairmont.com or call Fairmont Hotels & Resorts from: United States or Canada 1 800 441 1414

Je die pone personnellement asponsabile du règlisment total de cette note au cas du ni compagnie, l'association eu sen représentant datigné en refuserait le paiement. Les comples en souliennes constaignés en intérêt de 1.5% par mais après un nois; (19,55% par nanée) J'aincappé la liveraisce de journal The Globe and Maa. Si javais refusé, finurais pur obtoir un crésit à mon compte de 0,75% par jour (du Lung) au Vondréel) et de 1,505 le Sancoi. (Dans las ribtels paricipants.)

I signed that my liability for this bill is not wiwed and I agree to be trold personally habits in the event that the late creater person, company or association ratio to pay for any part of or the full amount of these charges. Overcore balance subject to a surcturey at the rate of 1.5% per month other one month. (19.56% per annum.)
I have peepfel delivery of the Gobe and Mait. Hed I refused, I would have been eligible for a \$.75 (Mans-Fri) and \$1.50 (Sat.) credit to my account. (At participating toolets.)



Fees from Canada Road Show

#### MorganStanley SmithBarney

Dow 11026.19 (2.69 9.37am | NASDAQ 3 2478.12 18 28 9:37am | S&P 500 2 1179.78 1.44 9.36am

Phishing Email Alert - Fake IRS Tax Refund Notice

An email is currently in circulation which asks recipients to click on a link to complete a form for a tax refund application. This IRS notice is fraudulent. Please delete the email immediately. View an example.

Print
Select: All Accounts Activity Detail Filters: Withdrawals Date Range: for 3 months View

. Activity from 09/01/2010 through 11/17/2010 as of 11/17/2010.

| Account  | <u>Date</u> <del>▼</del> | Activity   | <u>Description</u>  | Amount            |  |
|--|--------------------------|------------|---|-------------------|--|
| instanta   | 11/16/2010               | WITHDRAWAL | ATM WITHDRAWAL ON 11-13<br>110 NEWARK AVE<br>JERSEY CITY NJ     | -61.99            |  |
|  | 11/09/2010               | WITHDRAWAL | ATM WITHDRAWAL ON 11-07<br>220 W 42ND ST.(FRON<br>NEW YORK NY   | -60.99            |  |
| BB12223590   | 11/08/2010               | FEE        | FOREIGN TRANSACTION FEE   | 58                |  |
|  | 11/03/2010               | FEE        | FOREIGN TRANSACTION FEE   | -1.70             |  |
| Secretary  | 10/29/2010               | WITHDRAWAL | ATM WITHDRAWAL ON 10-28<br>147 PALISADE AVE<br>JERSEY CITY NJ   | -200.00           |  |
|  | 10/27/2010               | WITHDRAWAL | ATM WITHDRAWAL ON 10-26<br>147 PALISADE AVE<br>JERSEY CITY NJ   | -100.00           |  |
|  | 10/19/2010               | WITHDRAWAL | ATM WITHDRAWAL ON 10-18<br>3438 JOHN F. KENNE<br>JERSEY CITY NJ | -100.00           |  |
| BALLERS STOP   | 10/15/2010               | FEE        | FOREIGN TRANSACTION FEE   | -1.44             |  |
| 14/740 <u>60</u> 0   | 10/07/2010               | CHECK      | CASH RECEIVED ON 10/07/10<br>CASH FROM DEPOSIT AT CITIBANK      | -100.00           |  |
|  | 09/27/2010               | WITHDRAWAL | ATM W!THDRAWAL ON 09-24<br>640 5TH AVENUE, NY, NY<br>NY         | -100.00           |  |
| DESTRUCTION OF THE PROPERTY OF | 09/22/2010               | FEE        | FOREIGN TRANSACTION FEE   | -2.79             |  |
| 4323   | 09/22/2010               | FEE        | FOREIGN TRANSACTION FEE   | 31                |  |
| MANAGES AND SERVICE OF THE PERSON NAMED IN COLUMN TWO IS NOT THE PERSON NAMED IN COLUMN TO THE PERSON NAMED IN   | 09/22/2010               | FEE        | FOREIGN TRANSACTION FEE   | 41                |  |
| HOUSE COMPANY  | 09/22/2010               | WITHDRAWAL | ATM WITHDRAWAL ON 09-21<br>399 PARK AVENUE, NY, NY<br>NY        | -40.00            |  |
|  | 09/21/2010               | FEE        | FOREIGN TRANSACTION FEE   | -4.79             |  |
|  | 09/21/2010               | FEE        | FOREIGN TRANSACTION FEE   | -1.16             |  |
| GET 4 5 5 5 5 5 5 5 5 5 5 5 5 5 5 5 5 5 5  | 09/21/2010               | FEE        | FOREIGN TRANSACTION FEE   | 06                |  |
| 74000  | 09/20/2010               | FEE        | FOREIGN TRANSACTION FEE   | 10                |  |
|  | 09/20/2010               | FEE        | FOREIGN TRANSACTION FEE   | <del>9</del> **** |  |
|  | 09/20/2010               | WITHDRAWAL | ATM WITHDRAWAL ON 09-17<br>399 PARK AVENUE, NY, NY<br>NY        | -80.00            |  |
| MATERIAL DE  | 09/16/2010               | FEE        | FOREIGN TRANSACTION FEE   | 57                |  |
| 447435B79  | 09/14/2010               | WITHDRAWAL | ATM WITHDRAWAL ON 09-12<br>147 PALISADE AVE<br>JERSEY CITY NJ   | -200.00           |  |
| H CASE NO.   | 09/01/2010               | WITHDRAWAL | ATM WITHDRAWAL ON 08-31<br>1155 AVENUE AMERICAS, N<br>Y. NY NY  | -100.00           |  |

Set this page as your default.

To change how you view your portfolio click here.

Important Information for Holders of Auction Rate Securities

The "Available Cash" value excludes any uncleared funds, such as uncleared checks and pending deposits or fund transfers

\* For more information, please contact your <u>Financial Advisor</u>.

10.19



## **EXPENSE REPORT (FORM J)**

PAGE <u>1</u> OF <u>1</u>

| CLIENT CODE: 222       | NAME: Michelle Horn  | DATE: 9/30/10              |           |
|------------------------|--|----------------------------|-----------|
| Bermuda                |  |                            |           |
| • CLIENT-RELATED (Bill | able and Non-billable)   |                            |           |
| DATE                   | DESCRIPTION*   | TOTAL AMOUNT               | WORK CODE |
| 9/13/10                | Cab to New airport to Canada Road Show   | 28.00                      | E         |
| 9/13/10                | Airport food at EWR to Toronto for Michelle  | 9.08                       | E         |
| 9/13/10                | Cab to hotel in Toronto for Canada Road Show   | 57.23                      | E         |
| 9/14/10                | Cab with Nea Talbot for TravelWeek Desk-side   | 11.00                      | E         |
| 9/14/10                | Cab from TravelWeek Desk-side with Nea Talbot  | 12.00                      | E         |
| 9/14/10                | Cab to Sheraton for trade event - Michelle   | 8.00                       | E         |
| 9/15/10                | Fairmont Royal York hotel charges - Michelle Horn  | 478.98                     | E         |
| 9/15/10                | Coffee and tea at Toronto airport to Ottawa for Michelle and Billy Griffith                            | 6.12                       | E         |
| 9/15/10                | Light snack for Michelle and Billy in Ottawa   | 13.15                      | E         |
| 9/15/10 .              | Afternoon Tea desk-side with Ottawa Citizen reporter - Billy Griffith, Michelle Horn and Daniel Drolet | 116.36                     | E         |
| 9/16/10                | Cab to L'Espace Magazine for Ann Shutte and Michelle Horn  | 23.00                      | E         |
| 9/16/10                | Cab to Montreal Gazette for Michelle Horn and Ann Shutte   | 20.00                      | E         |
| • NON-CLIENT-RELATE    | D BUSINESS (Description)   | <u> </u>                   |           |
|                        |  |                            |           |
|                        |  |                            |           |
|                        |  |                            |           |
|                        |  |                            |           |
| Employee Signature     | Total Expenses   | 732.92<br>\$ <b>786.84</b> |           |
| Approval:              | (-) Less Advances<br>(+) Due Employee<br>(-) Due LHA   | \$ <u></u> 92<br>\$        |           |

Work Codes: A: Entertainment \*(indicate name, title, company, type: lunch, dinner, etc.); B: Business Meals \*(see above); C: Travel; D: Media Contacts; E: Out-of-Pocket; F: Petty Cash Adv.

Date: \_\_\_\_\_

| United T<br>& Limous            | nited Taxi 201-420-TAXI · 201-200-1333<br>Limousine Fax: 201-985-9940 |       |       | PICK-UP | ACCOI<br>NO.       | DATE        |       | Canada Road Si<br>VOUCHER 10 22095 |                             |       |
|---------------------------------|---|-------|-------|---------|--------------------|-------------|-------|------------------------------------|-----------------------------|-------|
| COMPANY<br>NAME                 | ) · ///   |       |       |         | REMARKS FWI        | R A.        | port  | <u></u>                            | FARE STOPS                  | 25,00 |
| NAME PICK-UP (TOWN) POINT       | chelle  | 16011 | STATE | WT      | STOPS (TOWN)       |             | STATE | wt                                 | W.T. TOLLS PARKING          |       |
| FINAL (TOWN)                    |   |       | STATE | IVY     |                    | <del></del> |       |                                    | GRAT                        | 3 00  |
| PASS, SIGN/<br>AUTHORIZED<br>BY |   |       |       |         |                    |             |       |                                    | PROCCESSING<br>FEE<br>STATE |       |
|                                 |   |       |       |         | TOTAL WAITING TIME | sees2       |       |                                    | TAX                         | 28.00 |

| MH-Breakfast at EWK  222 Canada Read  HASHOST Show  STARBUCKS COFFEE (A1)  NEWARK INT'L AIRPORT  |
|--|
| 5180 Takissha  |
| CHK 4981 SEP13'10 8:12AM GST 1   |
| Subtom 8.49  Subtom 8.49  Tax 0.59  Ant Pa 9.08  Cash 10.00  Change Durb 0.92  Bring this install ARCE (FINE ****  |
| today and get and Sp. mrost cold circles and set and springs of the springs of th |
| SANTAGE LINE AND AND AND SECRETARIAN   |

|  |                                | 122-Cab to Taran<br>hofel from aupur | ار<br>د   |
|--|--------------------------------|--------------------------------------|-----------|
| 810461 E 1 82  |                                | CLERK / COMMIS AUTH, NO, / Nº D'AUT. | MH        |
| #57.   | 2305                           |                                      | DU CLIENT |
| <u>:</u>   | DESCRIPTION                    | TUV. LUOWY TUNOWW                    | COPIE     |
| The priest of the conditional death is been it subsidied in pay the endough thouse in 100 ft. good paying periodicist. The principle of the year (100 ft. good) the way to good the paying  | G.S.T./T.P.S.<br>H.S.T./T.V.H. | 54: m.                               | COPY      |
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| OUSTONEH SCHWILD SCHWITTERS DU CHENT   | POURBOIRE                      | 5:00                                 | නි        |
| 5249321  | TOTAL SCANCON                  | 1159.00                              | 9         |

| Cab No. 328 2 G.S.T. Convoling Security |
|---|
| Cab No. 328 2 G.S.T. Convoliferd        |
| From FAINONF M4                         |
| TO TIME Week desk side                  |
| Date // o 1/0 Amount // so              |
| Signature 2                             |



100 FRONT STREET W TORONTO, ON M5J 1E3 T 416 368 2511 F 416 368 2884 G.S.T. Registration # 832522213

> Bermuda Department of Tourism Ms Michelle Horn 100 Palisade Ave 4b Jersey City, NJ 07306 US

Room

03152

Folio#

Cashier#

: 54

Page #

1 of 1

Group Name Bermuda Department of Tourism Road Sh

Arrival

: 09-13-10

Departure

: 09-15-10

**Fairmont President's Club** 

3248839479

| Date           | Description    | Additional Information    | Charges             | Credits   |
|----------------|----------------|---------------------------|---------------------|---|
| 09-13-10       | In Room Dining | Room# 03152 : CHECK# 2029 | 25.60               | - bunch Michelle H.                                     |
| 09-13-10       | Room Charge    |                           | 164.00              |   |
| 09-13-10       | HST - Rooms    |                           | 21.32               |   |
| 09-14-10       | York's Kitchen | Room# 03152 : CHECK# 6516 | 67.50 ·             | -Totonfo Star Bæklist<br>MH + Healter<br>Grenwood Davis |
| 09-14-10       | In Room Dining | Room# 03152 : CHECK# 2246 | Lunch Maketle 28.99 | MH & HEAFICE  |
| 09-14-10       | Room Charge    |                           | 164.00              | Greenwida DAVIS   |
| 09-14-10       | HST - Rooms    |                           | 21.32               |   |
|                |                | Total                     | 492.73              | 0.00  |
|                |                | Balance Due               | 492.73              |   |
| GS             | T Summary      |                           | 11                  | . 09  |
| Room           | 0.00           |                           | \$ 478              | 7, 70   |
| F&B            | 0.00           |                           | 71 110              | , .   |
| Other<br>Total | 0.00<br>0.00   |                           |                     |   |

Guest signature Signature du client X .

For information or reservations, visit us at www.fairmont.com or call Fairmont Hotels & Resorts from: United States or Canada 1 800 441 1414 Pour information et réservations visitez notre web au www.fairmont.com ou téléphoner au Hôtels Fairmont de: De États-Unis or Canada 1 800 441 1414

Lagrau that my habity to this bit is not valved and I agree to be held presconary links in the event that the midicated person, company or association task to pay for any part of or the full amount of these changes. Overdue batance subject to a surcharge of the rate of 1.5% per month often one neight, (19.56% per annum.). I there excepted derivery of The Globe and Mak. Hind I refused, I viguid have been digible for a \$.76 (Mon-Fri) and \$1.50 (\$at.) credit or my account. (At participating tools.)

Je ma parto personnolloment responsablo du regionerat total de colte note au care ou la compluyes, frascociohen ou son représentant désigné en relusarrai le paroment. Les comples en couffance sons laujots à un abérd de 1,5% par renis après un rens. (19,56% par année) 37à accept le Servasen du pound The Göbbe and Mari, 5° invairs refusé, (aurais pur obtain un excéd à mon compte de 0,7% par ent (de Lund aux Volumeno) et de 1,50% le Samodi. (Dans les hátels participants.)

| Cab No.: 4906 Beindla Co   |      |
|--|------|
| Amount \$ 1 2 VS G.S.T.#   |      |
| To Timel Week  | VISA |
| Date The Bignature   |      |
| CORPORATE CARDS ARE AVAILABLE NOW AND CAN BE USED IN ALL INTERAC MACHINES. |      |

Coffee & Tea for Billy + Michelle 222-Canada Kood SSP America Show

Cafe Ritazza Domestic T1 Lester B. Pearson Intl Airport GST # 825875560RT001

416-776-2477

Date: Sep15'10 09:10AM Card Type: Master Card Acct #: XXXXXXXXXXXX8294

Card Entry: SWIPED Trans Type: PURCHASE

Trans Key: AIA003836334866

Exp Date: XX/XX Auth Code: 498918 Check: 2566

Server: 123 HARSHADA

Total 6.30
Tip: \$6.12 US

Signature

I agree to pay above total according to my card issuer agreement.
\*\*\* Merchant Copy \*\*\*

| TAXI             | INDEPEDENT CAB OWNERS'<br>CO-OPERATIVE INCORPORATED<br>TORONTO, ONTARIO                       |
|------------------|---|
| Date: 9/14       | Fare: \$\\ \frac{\pm}{2}\times - U7) US   |
| From: FANMON     |   |
| To: Sheraton     | Conventory Center   |
| Cab #            | Driver:   |
| riat rates avail | AL Harn SONOS - 222<br>able for Airport, Out of Town,<br>Iseeing, Etc: Ask Driver for details |

Lunch for Billy & MH 222-Canada Road Shows SUSHI GO + SOUP EXPRESS

48 ByWard Market Ottawa, Ontario, K1N 7A2

13:16:14 Wed., September 15 2010 #140316

1 GO TEMPURA \$9.50 1 SMART WATER \$2.50

\$12.00 HST \$1.56

TOTAL \$13.56

MASTER CARD \$1

\$13,56

GST #806862678 #13:15 HST #2863-2699 #13:15

YOU HAVE BEEN SERVED BY: PHEO

.....

MASTER CARD: \*\*\*\*\*\*\*\*\*\*8294

Expiration: 06/12 Swiped card

Seq: 29 Batch: 186 3/15/10 13:16:13

Purchase

\$13.56

Authorization: 801910

beyordak

X:

Desk-side as Ofhana
Cibizer - 227 canada Road
Billy Griffith, Daniel Drolet,
Offairmont
CHATEAU LAURIER

Zoe's Lounge HSf# 831927355

| 117  | ALLX                     |                              |
|------|--------------------------|------------------------------|
| 64   | SEP 15                   | CHK 3584 GST 3<br>'10 2:18PM |
| •    |                          | ervice                       |
| 3    | TRAD TEA                 | 90,00                        |
|      | FOOD<br>HST<br>TOTAL DUE | 90.00<br>11.70<br>\$101.70   |
|      |                          | OTT CARD VOUCHER***          |
| Grai | ulty/Pourb               | mire: 18,00                  |
| Tota | 1:                       | 119 00                       |
| Room | /Chambre:                | \$116.36 US                  |
| Prin | t Hame:_                 |                              |
| SIGN | ATTOR                    |                              |

| AND SMI                     | helle to fi  | DONHEGI E  | nenette                                       |
|-----------------------------|--|--|---|
| YW MIM OIL                  | REÇU DE 🧴  | R. R.  | ECEIPT  |
| COMMENTAIRES                | MONTANT - AMO<br>Toutes les taxes incl<br>All Taxes included   | uses 23  | \$  |
| COMMENTS                    | N° du permis de trav<br>Driver's work permit   | vail W/2   | )   |
| 280-6600                    | N° de vignette   | 22865  |   |
| Signature:                  |  |  | 222-  |
| <b>.</b>                    |  |  | <i>, , , , , , , , , , , , , , , , , , , </i> |
|                             | SANHE FA<br>DETAN  | Nichelfe fo<br>William                                     | L'ESPACE.                                     |
| 100 0 C                     |  | MONTANT - AMOU<br>Toutes taxes inclus<br>All taxes include | ses   4/2 195 / 1                             |
| # P. TRAVAIL<br># P. NUMBER |  | # Lanterr<br># Dome  | \   |
| TPS #<br>GST #              | and the second s | # Vignett  | 0   |
| SIGNATURE                   |  |  | mere l  |
| JAXIL                       | CHAUFFURON   |  | VISA 🚭  |
| 6881                        |  | <b>3-6331</b><br>amond.com                                 | Designation of the second                     |
|                             |  |  |   |

## **EXPENSE REPORT (FORM J)**

## **PAGE 1 OF 1**

| CLIENT CODE: 222      | NAME: Terry Gallagher                               |                     | <b>DATE:</b> 9/26/10 |
|-----------------------|---|---------------------|----------------------|
| • CLIENT-RELATED (Bil | lable and Non-billable)                             |                     |                      |
| DATE                  | DESCRIPTION*  | TOTAL AMOUNT        | WORK CODE            |
| 8/23/10               | Taxi - Boston Red Sox Promotion                     | 10.80               |                      |
| 8/23/10               | Taxi - Boston Red Sox promotion                     | 10.20               |                      |
| 8/24/10               | Breakfast - Boston Red Sox Promotion                | 3.15                | 5                    |
| 8/24/10               | Taxi - Boston Red Sox Promotion                     | 11.00               |                      |
| 8/23/10               | Dinner - Boston Red Sox Promotion                   | 8.50                |                      |
| 8/23/10               | Meal - Red Sox Bag stuffing team (LHA, BDOT, Global | Hue) 35.00          |                      |
| 9/23/10               | Taxi - Bermuda Status Meeting                       | 6.50                | )                    |
|                       |   |                     |                      |
|                       |   |                     |                      |
|                       |   |                     |                      |
|                       |   |                     |                      |
|                       |   |                     |                      |
| • NON-CLIENT-RELATE   | D BUSINESS (Description)                            |                     |                      |
|                       |   |                     |                      |
|                       |   |                     |                      |
|                       |   |                     |                      |
|                       |   |                     |                      |
|                       |   |                     |                      |
|                       |   |                     |                      |
| Employee Signature    | Total Expens  | ses \$ <u>85.15</u> |                      |
|                       | (-) Less Adva                                       |                     |                      |
| Approval:             |   |                     |                      |
|                       | (-) Due LHA   | -                   |                      |
| Date:                 | (-) Due Ding  | ν Φ                 |                      |

Work Codes: A: Entertainment \*(indicate name, title, company, type: lunch, dinner, etc.); B: Business Meals \*(see above); C: Travel; D: Media Contacts; E: Out-of-Pocket; F: Petty Cash Adv.

| 2.10            | 222               | 000001 000001 222                 |
|-----------------|-------------------|-----------------------------------|
| · CAB # 1489    | -                 | DUNKIN DONUT                      |
| 08/23/10 TR 797 | MASCOT CAB INC    | 1 At Dintunt:                     |
| START END MILES | CAB # 0733        | 145 DARTHOUT! ST                  |
| 12:48 12:58 3.0 | 08/23/10 TR11417  | MBTA. BACKBA' SLETION             |
| FARE: \$ 9.00   | START END MILES   |                                   |
| 1 L111 m        |                   | OB/24/10 00000                    |
| E/17741         | 09:17 09:26 0.8   |                                   |
| 102             | FARE: \$ 8.20     | #0016 ELB 0003                    |
| SRCH: \$ 0.00   | EXTRA: \$ 2.00    |                                   |
| TIP: \$ 1.80    | TOLL: \$ 0.00     | D-LG COOL JL 11 11 11 11 11 11 11 |
| TOTAL: \$ 10.80 | SRCH: \$ 0.00     | JUICE BIL 11                      |
|                 | TOTAL: \$ 10.20   | PLAIN BAG 51, 29                  |
| CAKO:           | TAXI HOTLINE      | 11                                |
|                 | 617-536-TAXI      | and the same                      |
|                 |                   | STATELLIX FOLST                   |
|                 | EMAIL: TAXI, BPDD |                                   |
|                 | CITYOFBOSTON, GOV | ITEMS 20                          |
|                 |                   |                                   |
|                 |                   |                                   |
|                 |                   | CAS4 \$10.25                      |
|                 |                   | CHANGE 57.16                      |
|                 |                   |                                   |
|                 |                   | BOSTÓN, MA C. :                   |
|                 |                   | STURE# 20822                      |
|                 |                   | 21 0W74 1C                        |

222 akanark FENWAY PARK BOSTON, MA 02215

### 935028 Norma

| 7963 AUG23'10 8:                                     | 10PM                  |
|--|-----------------------|
| 1 *BTL16 WTR Port<br>1 *DOG 6/1 STAN                 | 3.75<br>4.75          |
| Subtotal<br>Total Paid<br>Cash No Ropt<br>Change Dus | 8.50<br>8.50<br>10.00 |

| 222<br>601 mills |  |
|------------------|--|
|                  |  |
|                  |  |
| 6507             |  |

222 I O NEW YORK

HACK # 05219940
MED # 5732
TRIP # 12788
DATE: 08/24/2010
START TIME 09:51
RATE No. 1 1
STARND. CITY RATE
MILES R1 1.53
FARE1 \$ 8.50
ST. SUR 0.50
Tip/Other 2.00
GR.TOT. 11.00

Contact TLC Dial 3-i-1

222-Lunch BOOT TENIN

THE BEST THUSAGE CO IN 23 YALYKEY WAY 80STON, MA 02215

|              | 200,011,10.02223 |
|--------------|------------------|
| 08/23/2010   | 14:43:11         |
| Merchant ID: | 000000001002217  |
| Terminai ID: | 01823747         |
| 376215552997 |                  |

CREDIT CARD

| CARD #         | XXXXXXXXXXXXXX3722 |
|----------------|--------------------|
| INVOICE        | 0001               |
| Batch #:       | 000326             |
| Approval Code: | 093560             |
| Entry Method:  | Swiped             |
| Approved:      | Online             |
| CALCAMOUNT     | 600.00             |

VISA SALE

SALE AMOUNT \$35.00

## **EXPENSE REPORT (FORM J)**

## PAGE <u>1</u> OF <u>1</u>

| CLIENT CODE: 222              | NAME: Terry gallagher              |   |                                    | <b>DATE:</b> 9/26/10 |
|-------------------------------|------------------------------------|---|------------------------------------|----------------------|
| CLIENT-RELATED (Bi            | llable and Non-billable)           |   |                                    |                      |
| DATE                          | DESCRIPTION*                       |   | TOTAL AMOUNT                       | WORK CODE            |
| 7/7/10                        | Taxi - Bermuda Team Meeting        |   | 7.44                               |                      |
| 8/5/10                        | Train Ticket - Boston Red Sox Pron | notion  | 7.75                               |                      |
| 8/5/10                        | Meal - Boston Red Sox Promotion    | n - Au Bon Pain   | 9.07                               |                      |
| 8/11/10                       | Airport Taxi Toronto Media E       | vent  | 60.05                              |                      |
| 8/11/10                       | Airport Meal Toronto Media E       | event   | 9.60                               |                      |
| 8/11/10                       | Air Train Ticket - Newark Airpo    | rt - Toronto Media Event                                      | 5.50                               |                      |
| 8/12/10                       | Air Train Ticket - Newark Airpo    | rt - Toronto Media Event                                      | 5.50                               |                      |
| 8/12/10                       | Airport Taxi - Toronto Media Ev    | ent   | 77.11                              | İ                    |
| 8/12/10                       |                                    | earson Airport Meal (Michelle Horn/Terry Gallagher) -         |                                    |                      |
|                               | Toronto Media Event                |   |                                    |                      |
| 8/11/10                       | Fairmont Hotel Toronto Media       | Event   | 243.44                             |                      |
| - NON CUIENT DELATI           | ED DIJOINECC (Daniela)             |   |                                    |                      |
| • NUN-CLIENT-RELATI           | ED BUSINESS (Description)          |   |                                    | 1                    |
| <u></u>                       |                                    |   |                                    | 1                    |
|                               |                                    |   |                                    |                      |
|                               |                                    | ***************************************                       |                                    |                      |
|                               |                                    |   |                                    |                      |
| Employee Signature  Approval: | eny Gallage                        | Total Expenses (-) Less Advances (÷) Due Employee (-) Due LHA | \$ <u>452.45</u><br>\$<br>\$<br>\$ |                      |

Work Codes: A: Entertainment \*(indicate name, title, company, type: lunch, dinner, etc.); B: Business Meals \*(see above); C: Travel; D: Media Contacts; E: Out-of-Pocket; F: Petty Cash Adv.

TRANSIT

222

The Way To Go.

The Way To Go.

## RECEIPT

08/12/10 20:09

NJ TRANSIT Rail

1 ADULT

One Way \*\*EWR\*\* AIRTRN SERIAL NR : 05317 FARE \$5.50

\$5.50 TOTAL

PAYMENT AMOUNT

Credit-VI \$5,50

04003560000 MERCHANT TRANS. ID 028-0007479934 XXXXXXXXXXXXX3722 ACCT NO

NAME AUTH NO

356 \*\*EWR\*\*

GALLAGHER/TERRY 07148C

08/11/10

15:48

NJ TRANSIT Rail

1 ADULT One Way \*\*EWR\*\* AIRTRN SERIAL NR : 03849

FARE \$5.50

TOTAL \$5.50

**PAYMENT** Credit-VI

AMOUNT \$5.50 MERCHANT 04003540002

TRANS. ID 028-0007415829 ACCT NO XXXXXXXXXXXX3722 NAME GALLAGHER/TERRY

RECEIPT

AUTH NO 04058C

354 \*\*EWR\*\*

CLERK / COMMIS AUTH, NO. / Nº D'AUT. Valid and Berief Date Chederd
Verification se la date de validacion
jet de la date d'expiration DESCRIPTION AMOUNT / MONTANT G.S.T./T.P.S. **Н**ЭТЛУН. PS.T.T.V.P. Q.S.T/T.V.Q. FRIOSPUOPE  $\mathcal{C}$ TOTAL

722

SSP America

Friday's American Grill T3 Lester B. Pearson Intl Airport

GST # 825875560RT001

416-775-2483

Aug12'10 04:29PM Date:

Card Type: Visa

XXXXXXXXXXXXX3722 Acct #:

Card Entry: SWIPED Trans Type: PURCHASE

Trans Key: CIC003008248670

Exp Date: XX/XX Auth Code: 081010 6071 Check: Table: 13/1

522 Ingrid M Server:

Subtotal:

24.10

Tip:

Total:

| 222   |                                    |   |  | 227  |   |
|---|------------------------------------|---|--|--|---|
| MED# 2E77<br>07/07/10 TR 9532<br>START END MILES<br>13:43 13:51 0.5 | 08/05/2010                         | Production Receipt                                      | D14 88                                 | 222<br>Ali Boo Palio<br>Amerika II   |   |
| Resular Fare<br>RATE 1:\$ 5.70<br>SURCH: \$ 0.00<br>StSrch:\$ 0.50  | Salas agent no.<br>Fransaction no. | · · · · · ·   |  | nstant named spectral also where the second section with the second section se | 3 MB 40.1   |
| TIP : \$ 1.24<br>TOTAL: \$ 7.44<br>Card Type: UISA                  | Product Sald                       | One Way Adult Zame 8<br>6-11135826<br>\$7.75            |  | The second of the Police<br>Call as at that IAIA A<br>Victoria as at the said<br>Anthropian Alexania   | 1512<br>1117  |
| **************************************                              |                                    | AIRFLIGHT<br>416 445 1999                               | .22                                    | e ne encentral en la compaña de la compaña d | (53 <b>4</b><br>11316 - 51                                      |
| Newark  | ramıglia 222<br>Airport<br>nal C-2 | 00 44 2040  |  |  | e <mark>nestessa</mark> era |
| Check#: 365094<br>Date: 08/11/10                                    | Register#: 2<br>Time: 04:41pm      | Transaction # Card Type: Acc: ***** Entry: Sror #       | 5<br>Visa<br>722<br>Swiped<br>471      | 10 in<br>Ter<br>Amount Dire  | 946<br>89<br>88 01<br>696.05                                    |
| 2 Slice Cheese<br>1 Btl Mater                                       | \$7.18<br>\$1.79                   | Terminal ID:<br>Merchant ID:<br>Batch:<br>Trace Number: | 96QA0113<br>96QA01<br>000073<br>000331 | OMER<br>On trops   |   |
| Subtotal:<br>Tax::  | \$8.97<br>\$0.63                   | Bse Amt:<br>Tip:<br>Total:                              | 54.00<br>8.00<br>62.00                 |  |   |

Subtotal: Tax:: Sub w/ Tax Amt Due: \$8.97 \$0.63 \$9.60 \$9.60 Cash \$20.00 Change Due. tin 40

CUSTOMER COPY 62 x 0.9685 exchuns ( \$60,05

05789C APPROVED

Auth.Code: Response:



100 FRONT STREET W TORONTO, ON M5J 1E3 T 416 368 2511 F 416 368 2884 G.S.T. Registration # 832522213

> Fairmont Hotels and Resorts Mr Terry Gallagher 7 Eldridge Ave Middletown, NJ 07748 US

Room

12188

Folio#

1312194

Cashier#

\*\*\*\*

Page #

1 of 1

Arrival

: 08-11-10

Departure

08-12-10

**Fairmont President's Club** 

3247747063

| Date         | Description                                  | Additional Information | Charges | Credits               |
|--------------|--|------------------------|---------|-----------------------|
| 08-11-10     | Room Charge                                  |                        | 219.00  |                       |
| 08-11-10     | HST - Rooms                                  | •                      | 28.47   |                       |
| 08-12-10     | Business Centre - Photocopies blw copies     | x65564                 | 4.50    |                       |
| 08-12-10     | HST - Business Centre                        |                        | 0.59    |                       |
| 08-12-10     | Visa<br>xxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxx |                        |         | 252.56                |
|              |  | Total                  | 252.56  | 252.56                |
|              |  | Balance Due            | 0.00    | <u></u>               |
| GS           | T Summary                                    |                        |         | 243.44<br>WEXCLONG    |
| Room         | 0.00   |                        |         | 4                     |
| F&B<br>Other | 0.00<br>0.00                                 |                        |         | WEXCLEN               |
| Total        | 0.00   |                        |         | × 12000               |
| ioui         |  |                        |         | 2010 DEC 30           |
|              |  |                        |         |                       |
|              |  |                        |         | 5/8                   |
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|              |  |                        |         | <b>1</b> 0 <b>1</b> 0 |
|              |  |                        |         | CES/REGISTRATION UNIT |
|              |  |                        |         | <b>o</b> <u>=</u>     |

Guest signature

Signature du client X ...

For information or reservations, visit us at www.fairmont.com or call Fairmont Hotels & Resorts from: United States or Canada 1:800 441 1414
Pour information et réservations visitez notre web au www.fairmont.com ou téléphoner au Hôtels Fairmont de: De États-Unis or Canada 1:800 441 1414

I agree that my liability for this bill is not varived and I agree to be hold personally liable in the event that the indicated person, company or association tails to pay to any part of or the full amount of these charges. Overdue belance subject to a suichtarge of the rate of 1.5% per nounth after one month. (19.56% per smrum.) I have accepted delivery of The Globe and Mail. Had I refused, I would have been eligible for a \$.75 (Mon-Fri) and \$1.50 (Sot.) credit to my account. (At participating holds.)

Je na porte personnellement responsible du réglement total de cette note au cas ou la compagne, l'association ou son teprésentent désigné en roluscrait le paigment. Les comptes en souffrance sont sujots a un intérêt de 1,5% par mois après un mois. (19,5% par année) 17à accepté la livraison du journal The Globe and Mail. Si favois refusé, j'aurisis pu obtenir un crôdit à mon compte de 0,755 par jour (de Lund au Vendrech) et de 1,505 le Samedi. (Dans les hôtels participants.)



## LOU HAMMOND & ASSOCIATES, INC.

39 East 51st Street, New York, NY 10022-5901 • 212-308-8880 • Fax 212-891-02001• e-mail tha@lhainmond.com www.louhammond.com

Bill To

C. Ann Shutte
Director of Global Operations
BERMUDA DEPARTMENT OF TOURISM
675 Third Avenue 20th Floor
New York, NY 10017

# Invoice

Date 11/23/2010 Invoice # 33462

FOR: Out-of-pocket expenses incurred on your behalf during the month of October.

| Item                   | Description   | Amount            |
|------------------------|---|-------------------|
| Local Travel           | Car service for Michelle Horn from JFK airport to Jersey City, NJ                           | <b>₩</b> 3.22     |
| Airfare                | Roundtrip flight for journalist Yolanda Crous, Brides Magazine, re Bermuda Music Festival   | 2010 DEC          |
| Airfare                | Roundtrip flight for Susannah Gregory re PGA in Bermuda                                     | <b>38</b> 7.45    |
| Airfare                | Roundtrip flight for journalist Mark Ruffin, Sirius XM Radio, re Bermuda Music Festival     |                   |
| Airfare                | Roundtrip flight for journalist Bridget Bland, AOL Black Voices, re Bermuda  Music Festival | and.              |
| Airfare                | Flights for Terry Gallagher re on-island BDOT meetings                                      | 339.50            |
| Printing               | Bermuda promotional video editing/creation  | 5,537,25          |
| Postage                | FedEx package   | 5,534,25<br>22.67 |
| Airfare                | Roundtrip flight for journalist Daniel Drolet re Nov. 24-28 media visit                     | 485.80            |
| Airfare                | Roundtrip flight for journalist Janet Levy re media visit                                   | 776.50            |
| Airfare                | Flight to Toronto for Michelle Horn re CTO's Caribbean Week in Canada Media Marketplace     | 460.80            |
| Airfare                | Flights for Kelly and Heidi Watney re media visit   | 3,316,40          |
| Accommodations         | Deposit for James Beard House event   | 3,812.50          |
| Accommodations         | Talent payment for Theresa Daniels' recording session in Bermuda                            | 962.55            |
| Local Travel           | Expenses for Susannah Gregory re Today Show Perfect 10 stunt                                | 26.61             |
| Local Travel           | Expenses for Susannah Gregory re trip to/from Bermuda                                       | 599:04            |
| Publications           | Digital clip from Cision - CBS "Early Show"   | 180.46            |
| Publications           | Digital clip from Cision - "Live with Regis and Kelly"                                      | 180.46            |
| Publications           | Report from Cision re audience numbers for "Today" show and CBS "early Show" placements     | 21.78             |
| Publications           | Report from Cision re audience numbers for "Live with Regis & Kelly" placement              | 10.89             |
| Publications           | BurrellesLuce clipping service  | 374.41            |
| Publications           | BurrellesLuce clipping service  | 299.41            |
| Printing               | BusinessWire service re distribution of Bermuda's Perfect 10 Wedding Challenge release      | 470.00            |
| Printing               | Editing, dubbing video and 20 DVDs and cases  | 567.10            |
| Postage Fees           | Postage   | 22.41             |
| Postage Fees           | Delivery  | 15.00             |
| Printing               | Copy press clips and bind September 2010 Activity Report                                    | 17.00             |
| Printing               | 100 copies of release   | 32.00             |
| Payable within 30 day: | s of invoice. A charge of 1.5% per month will be made thereafter.                           | Total             |
|                        | Page 1  | IUlai             |

Bill To

C. Ann Shutte
Director of Global Operations
BERMUDA DEPARTMENT OF TOURISM
675 Third Avenue 20th Floor
New York, NY 10017

# Invoice

Date 11/23/2010 33462 ...

FOR: Out-of-pocket expenses incurred on your behalf during the month of October.

| Item  | Description   | Am    | nount   |
|---|---|-------|---|
| Printing Printing Printing Printing Printing Printing Printing Printing | Copy clips Copy September 2010 Activity Report Load intages and press kit onto flash drives Burn video submissions for Caribbean Week in Canada onto 2 CDs Burn 3 videos onto DVD Color copy clips for September 2010 Activity Report 100 color copies of release |       | 15.04<br>23.68<br>51.00<br>15.00<br>12.00<br>23.40<br>40.00 |
| Payable within 30 days of   | invoice. A charge of 1.5% per month will be made thereafter.  Page 2  | Total | \$20,232.83   |



#### DialCar, Inc.

DialCar, Inc. 2104 Avenue X Brooklyn,NY 11235 Tel: 1-(718) 743-8042 Fax: 1-(718) 743-6018

| VI /// 1000            | ulle 15 to                                    | RE P       | Se 159          | LA 3195367              |
|------------------------|---|------------|-----------------|-------------------------|
| LASA                   | 316   | o 5 A-     | PICKUP<br>YIMG  | RM. For Office Use Only |
| Mater                  | e 112/1                                       |            | DATE /9/11      | 10 PRICE                |
| ROM T. T. JE           | BRENCICH)                                     | ACTUAL     | THME            | M EE                    |
| o sersy o              |   | STOPS      | 1590            | Ong WT. 222             |
| Organia Organia        | Damporary Drawage                             | <u>.</u> 7 | 648             | PHONE CALLS             |
| 2104 AVENUE X<br>(718) | distancom<br>, snooklyn, ny 11235<br>DIAL-CAR | 5          | <u> </u>        | MIBC.                   |
| ACCOUNT NO. DEPT       | I NO.   | 16         | 1-3-            |                         |
| LU312                  | J.E.K   | <u>- 7</u> | J 271<br>OVER D | TOTAL                   |

Use of company credit card: Immediately after charging on your groups credit card you must complete the following and given to the Controller:

| AMER            | NICAN EXPRESS VISA  |
|-----------------|---|
| TO:             | CONTROLLER  |
| DATE:           | 09.24.10  |
| VENDOR:         | America Airlines  |
| CLIENT & CO     | ODE Bermuda 222   |
| APPROX. AM      | 10UNT: \$299.50   |
| DESCRIPTIO      | N: RT flight for Yolanda Crous to the Bermuda Music Festival BRIDE'S MAGAZINE |
| NAME:           | Kristina Paiz   |
| Charges over \$ | \$2,000 must have the Chairman or President's approval.                       |
| Approved by (   | Chairman / President:   |
| Date:           |   |

#### Mary Messias

From:

Kristina Paiz

Sent:

Thursday, October 28, 2010 10:37 AM

To:

Mary Messias

Cc:

LHA Bermuda Group

Subject:

expense report - Yolanda Crous

Attachments: Credit Card Form (Form K) - American Airlines.doc

Hello Mary -

Please find the attached for Yolanda Crous.

ΚP

From: horn\_michelle@hotmail.com [mailto:horn\_michelle@hotmail.com]

Sent: Friday, September 24, 2010 4:25 PM

**To:** horn\_michelle@hotmail.com **Cc:** Michelle Horn; Kristina Paiz

**Subject:** Itinerary - Hamilton, Bermuda (3) - Sep 30, 2010 - (Itin# 134075460181)

#### Note from Michelle Horn:

Itinerary for Yolanda Crous

This e-mail contains a copy of an Expedia itinerary sent by Yolanda Crous(<u>horn\_michelle@hotmail.com</u>) from Michelle Horn's account. For the most up-to-date information we recommend you <u>view this itinerary online</u>.

Click this link if you would like to create a similar itinerary. Repeat this trip.

Proof of citizenship is required for international travel. When children are traveling, additional documentation may also be necessary. It is your responsibility to meet entry requirements for the countries you are traveling to and connecting through. To learn more, or to purchase a passport or visa, visit the CIBT VISA Service Website.

#### **Booked items**



Did you know about all the ways you can earn ThankYou® Points on Expedia? Although this itinerary doesn't qualify for ThankYou Points, you can still earn points if you add a hotel booking today or any time before you travel.

Learn more about how to earn points for future bookings.

Flight: New York to Hamilton

Purchased and awaiting confirmation from the airline. We have sent your purchase request to the airline. Please check back after 24 hours for confirmation.

Expedia itinerary number: 134075460181 Airline ticket number(s): Check back in 24 hours American Airlines confirmation code: LVUBOS

Main contact: Yolanda Crous E-mail: horn\_michelle@hotmail.com Cell phone: 1 917-363-1742

#### Traveler and cost summary

Yolanda Crous

Adult

Add Frequent Flyer number(s)

\$205.00

Taxes & Fees

\$94.50

Total (American Express)

\$299.50

#### Flight summary

Please be sure to re-confirm your flight at least 24 hours prior to scheduled departure (72 hours prior for flights to Hawaii and international destinations). You may check your flight status and departure gate online, or contact the airline directly. For international destinations, please confirm your flight with the airline at least 72 hours prior to departure. Seat assignments, meal preferences. and special requests must be confirmed with the airline; we cannot guarantee that they will be honored. Free and special meals are not available on many flights.

All passengers travelling to the USA must provide country of residence and details of the address they will be staying upon arrival (street name and number, city, zip code and state), during check-in. Failure to provide this may result in flight boarding being denied by the airline.

Thu 30-Sep-10

New York (JFK) Depart 5:25 pm to Hamilton (BDA) Arrive 9:00 pm

762 mi (1,226 km) AA American Airlines

Flight: 258

Terminal 8 AMERICAN

**AIRLINES** 

Duration: 2hr 35mn

3Economy/Coach Class ( Seat assignments upon check-in ), Food For Purchase, Boeing 757

Total distance: 762 mi (1,226 km)

Total duration: 2hr 35mn

Sun 3-Oct-10

Hamilton (BDA) Depart 9:00 am to New York (JFK) Arrive 10:20 am 762 mi (1.226 km) AA American Airlines

Flight: 1443

Terminal 8 AMERICAN Duration: 2hr 20mn

**AIRLINES** 

3Economy/Coach Class (26F), Food For Purchase, Boeing 757

Total distance: 762 mi (1,226 km)

Total duration: 2hr 20mn

#### Airline rules & regulations

Please note that the most restrictive set of rules applies to your entire itinerary.

New York, NY (JFK-John F. Kennedy Intl.) to Hamilton, Bermuda (BDA-L.F. Wade Intl.)

Tickets are nonrefundable. A fee of \$150.00 per ticket will be charged for itinerary changes after the tickets are issued, provided that the booking rules were followed.

Hamilton, Bermuda (BDA-L.F. Wade Intl.) to New York, NY (JFK-John F. Kennedy Intl.)

Tickets are nonrefundable. A fee of \$150.00 per ticket will be charged for itinerary changes after the tickets are issued, provided that the booking rules were followed.

Tickets are nontransferable and name changes are not allowed.

Please read important information regarding airline liability limitations.

Prices do not include baggage fees or other fees charged directly by the airline.

- Other penalties may apply.
- See an overview of all the <u>rules and restrictions</u> applicable for this fare.
- · View the complete penalty rules for changes and cancellations associated with this fare.

#### What else can we help you with?

#### Save on hotels in Hamilton



- Cambridge Beaches Resort & Spa From \$535.50 per night
- The Fairmont Hamilton Princess
- From \$242.67 per night

  Surf Side Beach Club
- From \$314.17 per night
- Search for more hotels
- -->

#### Save on cars in Hamilton



At the airport:

- Economy
- Midsize
- Full Size

#### Search for more cars

\_\_>

#### Save on Activities & Services in Hamilton



- Sightseeing
- Dining options
- Ground transportation
- Attraction passes

- Search for more Activities & Services
- -->

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Thank you for choosing Expedia. http://www.expedia.com

Use of company credit card: Immediately after charging on your groups credit card you must complete the following and given to the Controller:

| TO: CONTROLLER   |       |
|--|-------|
| DATE: <u>10.06.10</u>  |       |
| VENDOR: <u>CheapAir.com</u>                                      |       |
| CLIENT & CODE Bermuda 222  |       |
| APPROX. AMOUNT: \$3 <b>37</b> .45                                |       |
| DESCRIPTION: RT flight for Susannah G to the PGA in Ber          | muda. |
| NAME: <u>Kristina Paiz</u>                                       |       |
| Charges over \$2,000 must have the Chairman or President's appro | val.  |
| Approved by Chairman / President:                                |       |
| Date:  |       |

E-Ticket Confirmation Page 1 of 2

From: CheapAir.Com [Mail@CheapAir.com] Sent: Wednesday, October 06, 2010 11:36 AM

To: Susannah Gregory

Subject: Confirmation for Susannah Gregory

Follow Up Flag: Follow up

Flag Status: Red

To view in browser navigate to http://www.showmytrip.com/itin.exe/?recloc=1053981484&name=GREGORY



## **E-Ticket Confirmation**

For further assistance please call (800) 243-2724 or e-mail Support@CheapAir.com.

#### TRIP SUMMARY

| Booking Date:            | 06 October 10                          |
|--------------------------|--|
| Booking Number:          | 1053981484                             |
| Trip:                    | Bermuda                                |
| Airline Confirmation #s: | PBBPKJ (Jet Blue)<br>BUKRXO (American) |

#### PASSENGER NAME(S)

GREGORY/SUSANNAH

#### **ITINERARY**

| Sunday  | , 17 October 10                |                 | Jet Blue Flight #1733 |  |
|---------|--------------------------------|-----------------|-----------------------|--|
| notPlum | Depart: New York/Ke            | nnedy, NY (JFK) | 12:32pm               |  |
| jetBlue | Arrive: Bermuda, Bermuda (BDA) |                 | 3:39pm                |  |
|         | Economy Class                  | Airbus A320     | Fit Time: 2:07        |  |
|         | Departs Terminal 5             |                 |                       |  |
|         | Seat(s): <b>09F</b>            |                 |                       |  |

| Thursda | ay, 21 October 10    |                 | American Flight #1443 |
|---------|----------------------|-----------------|-----------------------|
| A'A     | Depart: Bermuda, Ber | muda (BDA)      | 9:00am                |
| AA      | Arrive: New York/Ker | inedy, NY (JFK) | 10:20am               |
|         | Economy Class        | Boeing 757      | Flt Time: 2:20        |
|         |                      | Arrives Termini | al 8                  |
|         | Seat(s): <b>31A</b>  |                 |                       |

#### AIR PRICING

| Passenger        | Ticket #(s)                 | Price    | Fee    | Total    |
|------------------|-----------------------------|----------|--------|----------|
| Susannah Gregory | 2797854555684 0017854555685 | \$327.50 | \$9.95 | \$337.45 |
| TOTAL            |                             |          |        | \$337.45 |

E-Ticket Confirmation Page 2 of 2

Note: All prices are in U.S. dollars.

#### **IMPORTANT NOTES**

- Please review this itinerary carefully and, if you find any discrepancies, contact us within 24 hours.
- Airline schedules are subject to change. We strongly suggest that you reconfirm your reservation with us or the ticketed carrier within 72 hours of your flight.
- These air tickets are non-refundable.
- Changes or cancellations to air tickets, when permitted by the airline, must be made prior to
  your originally scheduled flight by calling us or the airline directly. If you fail to use a portion of
  your ticket without cancelling or changing your reservation ahead of time, the entire ticket will
  become void with no refund or residual value.
- When changes are permitted, a penalty will typically apply in addition to any fare difference when changing to a more expensive itinerary.
- All fliers over the age of 17 must travel with a government issued photo ID (e.g. driver's license/passport). Air tickets cannot be transferred or used by another individual.
- For domestic flights, it is recommended that you arrive at the airport no later than 1 hour prior to flight time. For international flights, you should allow at least 2 hours.

#### **Got Questions?**

Call us at 1-800-CHEAP-AIR (800-243-2724) or e-mail Support@CheapAir.com

Use of company credit card: Immediately after charging on your groups credit card you must complete the following and given to the Controller:

|                 | RICAN EXPRESS                                       |           | VISA                      |
|-----------------|---|-----------|---------------------------|
| TO:             | CONTROLLER  |           |                           |
| DATE:           | 09.30.10  |           |                           |
| VENDOR:         | American Airlines                                   |           |                           |
| CLIENT & CO     | ODE <u>Bermuda 222</u>                              |           |                           |
| APPROX. AM      | 10UNT: <u>\$467.50</u>                              |           |                           |
| DESCRIPTIO      | N: <u>RT flight for Journalist M</u><br>いら XM LADiO | lark Ruf  | ffin to the Bermuda Music |
| NAME:           | Kristina Paiz                                       |           |                           |
| Charges over \$ | 52,000 must have the Chairman or                    | · Preside | ent's approval.           |
| Approved by (   | Chairman / President:                               |           |                           |
| Date:           |   |           |                           |

Hello Mary,

Please find the attached and below for Mark Ruffin.

Thanks, KP

From: usmail@expediamail.com
To: horn\_michelle@hotmail.com

Subject: Expedia travel confirmation - Hamilton, Bermuda - Sep 30, 2010 - (Itin# 134064188557)

Date: Thu, 23 Sep 2010 16:07:20 -0600

#### **Travel Confirmation**

Thank you for booking your trip with Expedia. This email is your receipt for the travel item(s) you just booked.

Remember that you can always view your itinerary online for the most up-to-date information.

| Fight: Newark (o) Hamil<br>Traveler name: Mark Ruffin | ton to New York                |  | Total ticket cost: \$373.00<br>Taxes & Fees: \$94.50 |
|---|--------------------------------|--|--|
| ি≱ Note: Your airport check-in is v                   | Airfare total: \$467.50        |  |  |
| Newark (EWR) to Hamilton (BDA)                        | 09/30/10 12:00 PM - 3:11<br>PM | UNITED 4050<br>Operated By:<br>CONTINENTAL<br>AIRLINES, INC. | *  |
| Hamilton (BDA) to New York (JFK)                      | 10/03/10 9:00 AM - 10:20<br>AM | American<br>Airlines 1443                                    |  |

#### Special requests

We will forward your requests to the travel vendor, but as these are subject to availability we can not guarantee that they will be honored. Some special requests (e.g., ski racks, rollaway beds) may incur additional charges from the vendor.

Free and special meals are not available on many flights.

( View your itinerary for complete and up-to-date trip details, or to make changes online.

#### **Customer Support**

Itinerary number: 134064188557

If you have questions about your reservation, fill out our <u>itinerary assistance form</u>. We'll respond within 24 hours. For immediate assistance call Expedia.com at 1-800-EXPEDIA (1-800-397-3342) or 1-404-728-8787 and have the itinerary number ready.

| 国 Want to know about great travel deals? <u>Sign up</u> to receive Expedia emails! |
|--|
| Thank you for choosing Expedia.com<br>http://www.expedia.com                       |

Use of company credit card: Immediately after charging on your groups credit card you must complete the following and given to the Controller:

|                                | RICAN E       | XPRESS              |                                       | VISA                                       |
|--------------------------------|---------------|---------------------|---------------------------------------|--|
| TO:                            | CONTR         | OLLER               |                                       |  |
| DATE:                          | 09.23.10      | !                   |                                       |  |
| VENDOR:                        | Expedia       | / American Airline  | <u>es</u>                             |  |
| CLIENT & C                     | CODE <u>E</u> | Bermuda 222         |                                       |  |
| APPROX. AI                     | MOUNT:        | <u>\$299.50</u>     |                                       |  |
| DESCRIPTIC<br><u>Festival.</u> | )N: <u>R</u>  | T flight for Journa | ılist Bridget I                       | Aoc Black Voices  Bland to Bermuda's Music |
| NAME:                          | Kristina      | <u>Paiz</u>         |                                       |  |
| Charges over                   | \$2,000 mi    | ast have the Chairn | nan or Presid                         | lent's approval.                           |
| Approved by                    | Chairman      | / President:        | · · · · · · · · · · · · · · · · · · · |  |
| Date:                          |               |                     |                                       |  |

#### Skip navigation

### Ticket receipt for Hamilton, Bermuda

×

(2)



×

#### **Booked items**



Although this itinerary doesn't qualify for ThankYou Points, you can still earn points if you add a hotel booking today or any time before you travel.



Learn more about how to earn points for future bookings.

x

#### 1 Ticket / Round Trip

New York, NY (JFK-John F. Kennedy Intl.) to Hamilton, Bermuda (BDA-L.F. Wade Intl.)

Departure Date: Thu 30-Sep-10 Return Date: Sun 3-Oct-10

Expedia Itinerary #:

Purchase Date: 23-Sep-

Back to itinerary

134064296391

10

\_\_\_\_page

Ticket numbers: 0017923304533

#### Traveler and cost summary

Bridget Bland Adult \$205,00

Taxes & Fees \$94.50

Total \$299.50

[American Express XXXXXXXXXXXXX2008] Payment \$299.50

Balance Due \$0.00

Use of company credit card: Immediately after charging on your group's credit card you must complete the following and give to the Controller:

| ⊠ AMERICA      | AN EXPRESS               | UISA                    | ☐ MASTERCARD |
|----------------|--------------------------|-------------------------|--------------|
| TO:            | CONTROLLER               |                         |              |
| DATE:          | 10/18/10                 |                         |              |
| VENDOR:        | <u>JetBlue</u>           |                         |              |
| CLIENT & C     | ODE <u>Bermuda - 22</u>  | 2                       |              |
| APPROX. AN     | MOUNT: \$339.5           | 50                      |              |
| DESCRIPTIO     | N: <u>Tickets for on</u> | island BDOT meetings    |              |
| NAME:          | Terry Gallagher          |                         |              |
| Charges over S | \$2,000 must have the G  | Chairman or President's | approval.    |
| Approved by (  | Chairman / President: _  |                         |              |
| Date:          |                          |                         |              |

#### **Terry Gallagher**

bermudatourism@travel.wwte1.com From:

Monday, October 18, 2010 11:09 PM Sent:

To: Terry Gallagher

Subject: Bermudatourism.com travel confirmation - Hamilton, Bermuda - Oct 25, 2010 - (Itin# 11359536462)

#### **Travel Confirmation**

Thank you for booking your trip with Bermudatourism.com. View this itinerary online for the most up-todate information.

Need a hotel or an activity or service in Hamilton? Here are some options we've found for you. Search for more hotels

The Fairmont Hamilton Princess \$469.00 per night
 Grotto Bay Beach Resort \$347.50 per night

- Cambridge Beaches Resort & Spa \$418.50 per night

Activities & Services - <u>Sightseeing Dining options Ground</u>

transportation Attraction passes

#### **Booked items**

Flight: New York to Hamilton

Purchased and awaiting confirmation from the airline. We have sent your purchase request to the airline. Please check back after 24 hours for confirmation.

Bermudatourism.com itinerary number: 11359536462

Main contact: Terence Joseph Gallagher

E-mail: terryg@lhammond.com Home phone: (917) 539-0633

Search for more Activities & Services

Traveler and cost summary

Terence Gallagher MubA Add Frequent Flyer number(s) \$238.00

> Taxes & Fees \$94.50

> Booking Fee \$7.00

Total (American Express) \$339.50

#### Flight summary

All passengers travelling to the USA must provide country of residence and details of the address they will be staying upon arrival (street name and number, city, zip code and state), during check-in. Failure to provide this may result in flight boarding being denied by the airline.

Mon 25-Oct-10

JetBlue Airways New York (JFK) to Hamilton (BDA) 762 mi (1,226 km) Flight: 1731 Depart 9:20 am Arrive 12:29 pm

Duration: 2hr 9mn Terminal 5

Economy/Coach Class, E90

Total duration: 2hr 9mn Total distance: 762 mi (1,226 km)

Wed 27-Oct-10

Hamilton (BDA) to New York (JFK) 762 mi JetBlue Airways Arrive 2:43 pm (1,226 km) Flight: 1732 Depart 1:30 pm

Terminal 5 Duration: 2hr 13mn

Economy/Coach Class, E90

Total distance: 762 mi (1,226 km)

Total duration: 2hr 13mn

#### Additional airline fees may apply at check-in

Fees may be charged by airlines for services such as preferred seat selection and baggage handling. Please note that fees are determined by the airline you check in with and may change at anytime. See fees.

Select or change seats directly on JetBlue's site

#### Airline rules & regulations

- Please note that the most restrictive set of rules applies to your entire itinerary.
- New York, NY (JFK-John F. Kennedy Intl.) to Hamilton, Bermuda (BDA-L.F. Wade Intl.) Tickets are nonrefundable. A fee of \$100.00 per ticket will be charged for itinerary changes after the tickets are issued, provided that the booking rules were followed.
- Hamilton, Bermuda (BDA-L.F. Wade Intl.) to New York, NY (JFK-John F. Kennedy Intl.) Tickets are nonrefundable. A fee of \$100.00 per ticket will be charged for itinerary changes after the tickets are issued, provided that the booking rules were followed.
- In addition to any penalties imposed by the airline, a processing fee of up to \$30.00 per ticket will be charged by Bermudatourism.com for any changes you make to the flights in this itinerary.
- Tickets are nontransferable and name changes are not allowed.
- This price includes a nonrefundable \$7.00 booking fee.
- Please read important information regarding airline liability limitations.
- Prices do not include baggage fees or other fees charged directly by the airline.
- Other penalties may apply.
- See an overview of all the rules and restrictions applicable for this fare.
- View the complete penalty rules for changes and cancellations associated with this fare.

#### What else can we help you with?

#### Save on hotels in Hamilton



- The Fairmont Hamilton Princess From \$469.00 per night
- . Grotto Bay Beach Resort
- From \$347.50 per night
- Cambridge Beaches Resort & Spa
- From \$418.50 per night

ভৌ Search for more hotels

#### Save on Activities & Services in Hamilton



- Sightseeing
- Dining options
- · Ground transportation
- Attraction passes

Search for more Activities & Services

view your itinerary for complete and up-to-date trip details, or to make changes online.

#### **Customer Support**

Itinerary number: 11359536462

If you have questions about your reservation, fill out our itinerary assistance form. We'll respond within 24 hours: For immediate assistance call Bermudatourism.com at 1-866-264-1554 and have the itinerary number ready.

Thank you for choosing Bermudatourism.com.

# PLUM TREE PRODUCTIONS LLC

123 Greenoak Blyd. Middletown, NJ 07748 732 861-5612

### MatthewGriffind@mac.com http:Web.mac.com/MatthewGriffin1

# Invoice

Terry Gallagher LOU HAMMOND & ASSOCIATES 39 E. 51st Street New York, NY. 10022 Date 9-16-10 OK Bill Bermulay ZZZ

PROJECT TITLE: Bermuda Promo

**INVOICE NUMBER: 1010** 

| Description                          | Hours | Rate    | Cost       |
|--------------------------------------|-------|---------|------------|
| Bermuda Promo                        |       |         |            |
| Editing                              | 69    | \$75.00 | \$5,175.00 |
| Downloading footage and voice overs, |       |         |            |
| creating an 8 minute promo.          |       |         |            |
|                                      |       |         |            |
|                                      |       |         |            |
|                                      |       |         |            |
| Subtotal                             |       |         | \$5,175.00 |
| Tax 7.00%                            |       |         | \$362.25   |
|                                      |       | Total   | \$5,537.25 |

Sincerely yours,

**Matthew Griffin** 



Invoice Number 5-815-84749

Invoice Date Oct 12, 2010

**Account Number** 1015-9292-8

Page 4 of 4

#### FedEx Express Shipment Detail By Reference (Original)

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- . Fuel Surcharge FedEx has applied a fuel surcharge of 8.00% to this shipment.
- Discount applied is the greater of volume discount or dropoff discount. No additional discount applies.

Automation Tracking ID Service Type Package Type Orig/Dest.

7one

INET CONTRACTOR OF THE PARTY OF THE FedEx Intl Priority FedEx Envelope JRB/Y00

**Packages** Rated Weight 0,5 lbs Delivered

Signed by FedEx Use Customs **Entry Date** 

<u>Sender</u>

LOU HAMMOND LOU HAMMOND & ASSOCIATES, INC.

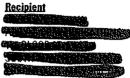
39 EAST 51 STREET NEW YORK NY 10022 US

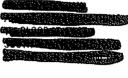
**Transportation Charge** 

Discount Fuel Surcharge

**Total Transportation Charges** 

LOU HAMMOND & ASSOCIATES, INC.





#### **NO REFERENCE INFORMATION Reference Subtotal**

USD

USD

| Dropped off: Oct 05, 2010 Cust. Ref.: 222<br>Payor: Shipper Ref.#3: | Ref.#2: |
|---|---------|
| 5 3 3 5 5 5 5 5 5 5 5 5 5 5 5 5 5 5 5 5                             |         |

Fuel Surcharge - FedEx has applied a fuel surcharge of 8.00% to this shipment.

Discount applied is the greater of volume discount or dropoff discount. No additional discount applies.

Automation Tracking ID Service Type Package Type Orig/Dest

**Entry Date** 

793982239132 FedEx Intl Priority FedEx Envelope JRB/YTO

INET

Zone Α **Packages** 1 Rated Weight 0.5 lbs

Delivered Oct 06, 2010 10:43 Signed by .LISA

FedEx Use P6804/US0010/\_ Customs

Oct 06, 2010

**Transportation Charge** Discount

**Fuel Surcharge Total Transportation Charges** 

Sender

**LOU HAMMOND** 

39 EAST 51 STREET

NEW YORK NY 10022 US

Recipient **ROBIN DANES BERMUDA TOURISM** 

200 NORTH SERVICE RD W UNIT 1 227 OAKVILLE ON L6M 2Y1 CA

USD

31.25 -5.63 2.05

> 222 Reference Subtotal USD \$27.67 **Total FodEx Express** USD 455-94

\$27.67

Use of company credit card: Immediately after charging on your group's credit card you must complete the following and give to the Controller: ☐ VISA MASTERCARD TO: CONTROLLER DATE: 11.9.10 Daniel Drotet Expedia **VENDOR:** CLIENT & CODE 222 APPROX. AMOUNT: 485.80 DESCRIPTION: Daniel Drolet (Ottawa Citizen) round-trip air from Ottawa-Bermuda from Nov. 24-28 for Media Visit NAME: Matthew Monagan Charges over \$2,000 must have the Chairman or President's approval.

Approved by Chairman / President:

Date:

## Ticket receipt for Hamilton, Bermuda (2)



#### **Booked items**

Although this itinerary doesn't qualify for ThankYou Points, you can still earn points if you add a hotel booking today or any time before you travel.



Learn more about how to earn points for future bookings.

1 Ticket / One Way

Ottawa, ON, Canada (YOW-Macdonald-Cartier Intl.) to Hamilton, Bermuda (BDA-L.F. Wade Intl.)

Departure Date: Wed 24-Nov-10

Expedia Itinerary #: 134640930706 Purchase Date: 9-Nov-10

Back to itinerary page

Ticket numbers: 8387935029847

Traveler and cost summary

Daniel Drolet Adult \$97.00
Taxes & Fees \$58.60

Total \$155.60

[American Express XXXXXXXXXXXXXX2008] Payment \$155.60

Balance Due \$0.00

#### Ticket receipt for Ottawa, ON, Canada



#### **Booked items**

Although this itinerary doesn't qualify for ThankYou Points, you can still earn points if you add a hotel booking today or any time before you travel.

Mank You 35°

Learn more about how to earn points for future bookings.

1 Ticket / One Way

Hamilton, Bermuda (BDA-L.F. Wade Intl.) to Ottawa, ON, Canada (YOW-Macdonald-Cartier Intl.)

Departure Date: Sun 28-Nov-10

Expedia Itinerary #: 134641140724 Purchase Date: 9-Nov-10

(+) Back to itinerary page

Ticket numbers: 0147935025729

Traveler and cost summary

Daniel Drolet Adult
Taxes & Fees

\_ . . .

Total \$330.20

[American Express XXXXXXXXXXXX2008] Payment \$330.20

Balance Due \$0.00

\$279.00

\$51.20

Use of company credit card: Immediately after charging on your group's credit card you must complete the following and give to the Controller:

| ⊠ AMERICA      | AN EXPRESS               | ☐ VISA                  | ☐ MASTERCARD                |
|----------------|--------------------------|-------------------------|-----------------------------|
| TO:            | CONTROLLER               |                         |                             |
| DATE:          | <u>11/4/10</u>           |                         |                             |
| VENDOR:        | Janet-Levy-Contribut     | or Expedin              |                             |
| CLIENT & C     | ODE <u>Bermuda-222</u>   |                         |                             |
| APPROX. AN     | 40UNT: <u>776.50</u>     | <u>)</u>                |                             |
| DESCRIPTIO     | N: <u>Media Visit fo</u> | or Janet Levy of The Hu | ffington Post/Journey33.com |
| NAME:          | Matthew Monagan          |                         |                             |
| Charges over S | \$2,000 must have the (  | Chairman or President's | approval.                   |
| Approved by (  | Chairman / President:    |                         |                             |
| Date:          |                          |                         |                             |

#### Ticket receipt for Hamilton, Bermuda



#### **Booked items**

Although this itinerary doesn't qualify for ThankYou Points, you can still earn points if you add a hotel booking today or any time before you travel.



Learn more about how to earn points for future bookings.

#### 1 Ticket / Round Trip

Los Angeles, CA (LAX-Los Angeles Intl.) to Hamilton, Bermuda (BDA-L.F. Wade Intl.)

Departure Date: Tue 23-Nov-10 Return Date: Sat 27-Nov-10

Expedia Itinerary #: 134577277495 Purchase Date: 4-Nov-10

Back to itinerary page

Ticket numbers: 0017933879888

#### Traveler and cost summary

| Janet Levy | Adult |  | \$668.00 |
|------------|-------|--|----------|
|            |       | Taxes & Fees                               | \$108.50 |
|            |       | Total                                      | \$776.50 |
|            |       | [American Express XXXXXXXXXXXX008] Payment | \$776.50 |
|            |       | Balance Due                                | \$0.00   |

Use of company credit card: Immediately after charging on your group's credit card you must complete the following and give to the Controller: ☐ VISA ☐ MASTERCARD TO: CONTROLLER DATE: 11/4/10 **VENDOR:** Expedia CLIENT & CODE Bermuda 222 APPROX. AMOUNT: 460.80 DESCRIPTION: Flight to Toronto for CTO's Caribbean Week in Canada Media Marketplace NAME: Michelle Horn Charges over \$2,000 must have the Chairman or President's approval.

Approved by Chairman / President:

Date:

#### Toronto, ON, Canada (2)



<u>Proof of citizenship</u> is required for international travel. When children are traveling, additional documentation may also be necessary. It is your responsibility to meet entry requirements for the countries you are traveling to and connecting through. To learn more, or to purchase a passport or visa, visit the <u>CIBT VISA Service Website</u>.

#### **Booked items**

Although this itinerary doesn't qualify for ThankYou Points, you can still earn points if you add a hotel booking today or any time before you travel.



<u>Learn more</u> about how to earn points for future bookings.

Flight: New York to Toronto

back to top

Expedia itinerary number: 134400828592
Airline ticket number(s): 0017930100476
LAN Airlines confirmation code: 2HRWWY
American Airlines confirmation code: IWKDWJ

Main contact: Michelle Horn E-mail: horn\_michelle@hotmail.com Home phone: 1 917363-1742 0

Traveler and cost summary

Michelle Horn

Adult

American Airlines #915AFJ8

\$366.50

Taxes & Fees

\$94.30

Total (American Express)

\$460.80

Change this flight Print a receipt View cancellation information

#### Flight summary

Please reconfirm your international flight reservation at least 72 hours prior to departure by contacting the airline directly. Seat assignments, meal preferences, and special requests must be confirmed with the airline; we cannot guarantee that they will be honored. Free and special meals are not available on many flights.

All passengers travelling to the USA must provide country of residence and details of the address they will be staying upon arrival (street name and number, city, zip code and state), during check-in. Failure to provide this may result in flight boarding being denied by the airline.

Traveling to Toronto

渗 Thu 28-Oct-10

New York (JFK)

to Toronto (YYZ)

366 mi

LAN 疼

Depart 11:05 am Terminal 4 Arrive 12:45 pm Terminal 3 (589 km) Duration: 1hr 40mn

Flight: 532

Economy/Coach Class (26A), Snack, Boeing 767-300

Total distance: 366 mi (589 km)

Total duration: 1hr 40mn

Traveling to New York

⇒ Fri 29-Oct-10

Toronto (YYZ) Depart 5:25 pm to New York (LGA) Arrive 7:00 pm 356 mi

(573 km)

Terminal 3 Terminal

Duration: 1hr 35mn

Flight: **4465** 

Operated by: AMERICAN EAGLE

Economy/Coach Class (10C), Food For Purchase, Embraer EMB-140

Total distance: 356 mi (573 km)

Total duration: 1hr 35mn

| Use of company credit card: Immediately after charging on your group's credit card you must complete the following and give to the Controller:   |
|--|
|  |
| TO: CONTROLLER   |
| DATE: <u>10/29/2010</u>  |
| VENDOR: <u>Expedia</u>   |
| CLIENT & CODE 222  |
| APPROX. AMOUNT: 3316.40  |
| DESCRIPTION: New England Sports Network Media Visit to Bermuda. Kelly Watney flies from SFO-Boston to meet Heidi Watney and then first class roundtrip from Boston-Hamilton. On return Kelly flies Boston-SFO. |
| NAME: <u>Matthew Monagan</u>   |
| Charges over \$2,000 must have the Chairman or President's approval.   |
| Approved by Chairman / President:  |
| Date:  |

#### **Travel Confirmation**

Thank you for booking your trip with Bermudatourism.com. View this itinerary online for the most upto-date information.

Need a hotel or an activity or service in Boston? Here are some options we've found for you.

Constitution Inn \$103.20 per night

Seaport Hotel and Seaport World Trade Center \$229.00 per night

•Hotel Marlowe - a Kimpton Hotel \$383.80 per night

Activities & Services - Sightseeing Dining options Ground

transportation Attraction passes

Search for more hotels Search for more Activities &

Services

#### **Booked items**

#### Flight: San Francisco to Boston

Purchased and awaiting confirmation from the airline. We have sent your purchase request to the airline. Please check back after 24 hours for confirmation.

Bermudatourism.com itinerary number: 11360263151

Main contact: Kelly Suzanne Watney E-mail: matthewm@lhammond.com

Home phone: (212) 891-0244

#### Traveler and cost summary

Kelly Watney Adult Add Frequent Flyer number(s)

Taxes & Fees

\$48.26

Booking Fee

\$7.00

Total (American Express)

\$413.40

#### Flight summary

San Francisco (SFO)

to Boston (BOS)

2.704 mi

**UA UNITED** 

Depart 8:31 am

Arrive 5:09 pm

(4,352 km)

Flight: 172

Terminal 3

Terminal C

Duration: 5hr 38mn

3Economy/Coach Class, Food For Purchase, Boeing 757-200

Total distance: 2,704 mi (4,352 km)

Total duration: 5hr 38mn

State of Control of Control

Boston (BOS) Depart 2:49 pm

Terminal C

to San Francisco (SFO)

2.704 mi (4,352 km)

**UA UNITED** Flight: 181

Arrive 6:37 pm Terminal 3

Duration: 6hr 48mn

3Economy/Coach Class, Food For Purchase, Boeing 757-200

Total distance: 2,704 mi (4,352 km)

Total duration: 6hr 48mn

#### Additional airline fees may apply at check-in

Fees may be charged by airlines for services such as preferred seat selection and baggage handling. Please note that fees are determined by the airline you check in with and may change at anytime. See fees.

#### Airline rules & regulations

Please note that the most restrictive set of rules applies to your entire itinerary. San Francisco, CA (SFO-San Francisco Intl.) to Boston. MA (BOS-All Airports) Tickets are nonrefundable. A fee of \$150.00 per ticket will be charged for itinerary changes after the tickets are issued, provided that the booking rules were followed.

Boston, MA (BOS-All Airports) to San Francisco, CA (SFO-San Francisco Intl.) Tickets are nonrefundable. A fee of \$150.00 per ticket will be charged for itinerary changes after the tickets are issued, provided that the booking rules were followed.

In addition to any penalties imposed by the airline, a processing fee of up to \$30.00 per ticket will be charged by Bermudatourism.com for any changes you make to the flights in

Tickets are nontransferable and name changes are not allowed.

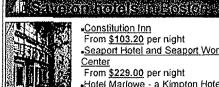
This price includes a nonrefundable \$7.00 booking fee.

Please read important information regarding airline liability limitations.

Prices do not include baggage fees or other fees charged directly by the airline.

- Other penalties may apply.
- See an overview of all the rules and restrictions applicable for this fare.
- View the complete penalty rules for changes and cancellations associated with this fare.

#### What else can we help you with?



Constitution Inn From \$103.20 per night Seaport Hotel and Seaport World Trade Center

From \$229.00 per night Hotel Marlowe - a Kimpton Hotel From \$383.80 per night

Search for more hotels

### Consideration of the confidence of the confidenc



Sightseeing Dining options Ground transportation Attraction passes

Search for more Activities & Services

#### **Travel Confirmation**

Thank you for booking your trip with Bermudatourism.com. <u>View this itinerary online</u> for the most up-to-date information.

Need a hotel or an activity or service in Hamilton? Here are some options we've found for you.

The Fairmont Hamilton Princess \$305.92 per night

Grotto Bay Beach Resort \$134.06 per night

\*The Fairmont Southampton Hotel \$232.67 per night

-Activities & Services - Sightseeing Dining options Ground

transportation Attraction passes

당 Search for more hotels 호 Search for more Activities &

Services

#### **Booked items**

#### Flight: Boston to Hamilton

Purchased and awaiting confirmation from the airline. We have sent your purchase request to the airline. Please check back after 24 hours for confirmation.

Bermudatourism.com itinerary number: 11360265469

Main contact: Heidi Diane Watney E-mail: matthewm@lhammond.com

Home phone: (212) 891-0244

#### Traveler and cost summary

Heidi Watney Adult Add Frequent Flyer number(s) \$1,350.00
Kelly Watney Adult Add Frequent Flyer number(s) \$1,350.00

Taxes & Fees

\$189.00

Booking Fee

\$14.00

Total (American Express)

\$2,903.00

#### Flight summary

All passengers travelling to the USA must provide country of residence and details of the address they will be staying upon arrival (street name and number, city, zip code and state), during checkin. Failure to provide this may result in flight boarding being denied by the airline.

### Major DEINGNES (Car

Boston (BOS) Depart 8:00 am

Terminal A

to **Hamilton** (BDA) Arrive 11:07 am

772 mi (1,242 km) DL Delta

Duration: 2hr 7mn

Flight: 561

2Business Class , Meal, Boeing 737-800

2Dasiness Glass, Meal, Deeling 751-000

Total distance: 772 mi (1,242 km)

Total duration: 2hr 7mn

Supplemental and the supplemen

Hamilton (BDA) Depart 12:07 pm to **Boston** (BOS) Arrive 1:24 pm

772 mi (1,242 km) DL Delta Flight: 560 Terminal A Duration: 2hr 17mn

2Business Class , Meal, Boeing 737-800

Total distance: 772 mi (1,242 km)

Total duration: 2hr 17mn

#### Additional airline fees may apply at check-in

Fees may be charged by airlines for services such as preferred seat selection and baggage handling. Please note that fees are determined by the airline you check in with and may change at anytime. See fees.

#### Airline rules & regulations

Please note that the most restrictive set of rules applies to your entire itinerary.

Boston, MA (BOS-All Airports) to Hamilton, Bermuda (BDA-L.F. Wade Intl.)

Tickets are nonrefundable. A fee of \$150.00 per ticket will be charged for itinerary changes after the tickets are issued, provided that the booking rules were followed.

Hamilton, Bermuda (BDA-L.F. Wade Intl.) to Boston, MA (BOS-All Airports)

Tickets are nonrefundable. A fee of \$150.00 per ticket will be charged for itinerary changes after the tickets are issued, provided that the booking rules were followed.

In addition to any penalties imposed by the airline, a processing fee of up to \$30.00 **per ticket** will be charged by Bermudatourism.com for any changes you make to the flights in this itinerary.

Tickets are nontransferable and name changes are not allowed.

This price includes a nonrefundable \$14.00 booking fee.

Please read important information regarding airline liability limitations.

Prices do not include baggage fees or other fees charged directly by the airline.

- Other penalties may apply.
- See an overview of all the rules and restrictions applicable for this fare.
- View the complete penalty rules for changes and cancellations associated with this fare.

What else can we help you with?

M Sparie (ala la periencia de la periente de la collegia

Use of company credit card: Immediately after charging on your group's credit card you must complete the following and give to the Controller: M AMERICAN EXPRESS □ VISA ■ MASTERCARD TO: CONTROLLER DATE: October 22, 2010 Lou Hammond and Associates James Beard Foundation **VENDOR: CLIENT & CODE** Bermuda-222 APPROX. AMOUNT: 3812.50 James Beard House Event olepasit **DESCRIPTION:** NAME: Matthew Monagan Charges over \$2,000 must have the Chairman or President's approval. Approved by Chairman / President: Jews

### The James Beard **Foundation**

167 West 12th Street New York, NY 10011 212-675-4984 x246 212-645-1438-fax kmoon@jamesbeard.org

### Private Party Contract

Today's Date

Tuesday October 19, 2010

Client Name: Susannah Gregory

Lou Hammond & Associates

Date of event:

Thursday December 9th, 2010

Time of Event: 12-3 pm Media Lunch

Access to Kitchen: 8am

#### A. Information on types of Events

The James Beard Foundation has been the host of product launches, book release parties, client appreciation events, demonstrations/workshops, annual meetings and a variety of other special events. The facility is available to our corporate, donor, patron and benefactor members.

#### B. Reservations and Availability

The James Beard Foundation has a full programming calendar each month which limits space for private functions. Please allow three months to schedule dinners, two months for lunches, brunches, breakfasts and other events.

#### C. Capacity and Times

The House has a maximum capacity of 80.

| Event Costs:  |                     |                     |  |  |  |
|---|---------------------|---------------------|--|--|--|
| Guests: 60ppl   |                     | COST:               |  |  |  |
| Corporate Membership:<br>Venue Dues:  | \$<br>\$            | 1000<br>4000        |  |  |  |
| Maitre D'Hotel:   | \$                  | 300                 |  |  |  |
| Waiters: 6 total, 5 hour min.<br>\$125/each.  | \$                  | 750                 |  |  |  |
| Kitchen Staff: (3 staff)<br>\$125 ea.   | \$                  | 375                 |  |  |  |
| Incidentals: Linen, China,<br>Glass, Silver use, rental and<br>use of   | \$                  | 1000                |  |  |  |
| Administration/ Coordinator Fee \$ 200  |                     |                     |  |  |  |
| Deposit Due with  | Total:<br>Contract: | \$7625<br>\$3812.50 |  |  |  |
| *All Labor Costs are to be estimated and will be adjusted   |                     |                     |  |  |  |
| D. Deposit and Cancellation Policy  |                     |                     |  |  |  |
| A 50% deposit is required to reserve the date and is refundable up to 45 days prior to the event. The deposit will be forfeited if the event is cancelled within 45 days of the event's date. Final payment is due within 3 days after the event. |                     |                     |  |  |  |
| Amount of deposit:\$3812.50   | <del></del>         |                     |  |  |  |
| To further discuss the possibility of having your event with us or to tour the facility, please call me at 212.675-4984 ext. 246 email at <a href="mailto:kmoon@jamesbeard.org">kmoon@jamesbeard.org</a> .  |                     |                     |  |  |  |
| Sincerely,  |                     |                     |  |  |  |
| Kris Moon Director of House Operations and House Events   |                     |                     |  |  |  |

October 22, 2010

• Page 2

PAYMENT FORM

The James Beard Foundation

| First Name: しょひ  |  |          |                 |  |
|--|--|----------|-----------------|--|
| Last Name: Hammona   |  |          |                 |  |
| Address1: 39 East  | 51st Sti   | oct      |                 |  |
| Address 2:   | •  |          |                 |  |
| City: State:   | NY   | Zip Co   | de:<br>10022    |  |
| Billing Information:   |  | -        |                 |  |
| Payment Type (include card num<br>American Express Visa  | nber and expiratio   | on date) | <u> </u>        |  |
| MasterCard   |  |          |                 |  |
| Check  |  |          |                 |  |
| Name as it appears on the Card:  |  |          |                 |  |
| understand the terms of the contract and cancellation policy laid out in this document and agree to pay all charges accordingly should I cancel my event. I authorize The James Beard Foundation to charge a deposit of 50% of the estimated cost of the event to hold my reservation. |  |          |                 |  |
| Choose one of the following:  I would like the final balance for the event charged to the card listed above.  I will furnish another form of payment within 3 days after the event.  |  |          |                 |  |
| FINAL ACCOUNTING: Amount to be charged (or amount of the check): Anticipated number of guests: Charges: Deposit Charge: \$ Type of charge  |  |          |                 |  |
| Corporate Membership Venue Dues Staff Maitre D' Wait Staff Dish Staff Administration & Coordination Fee Linen, Glass, Silverware SUBTOTAL Deposit Balance to be paid Signature of Client: Signature of Event Coordinator:  | \$ Amount \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ | \$       | Amount \$ \$ \$ |  |
| Project Number (JBF-Acct.Dept):  |  |          |                 |  |

#### **CHECK REQUEST (FORM L)**

DATE: 10.19.10

FROM:

Kristina Paiz

Check made payable to: Talent Partners

Amount:

\$962.55

Charge:

Bermuda – 222

Bermuda Dept. of Tourism promotional video voiceover talent Theresa Daniels' recording session in Bermuda

-- CHECK REQUESTS MUST BE SUBMITTED 24 HOURS IN ADVANCE --FOR AMOUNTS OF \$2,000.00 OR MORE, SIGNATURE OF PRESIDENT IF REQUIRED.

Stephen Hammond

TALENT PARTNERS

541 NORTH FAIRBANKS COURT CHICAGO, IL 60611

20-0457282

LOU HAMMOND & ASSOCIATES

Employer of Record TALENT PARTNERS

Invoice For 39 EAST 51 STREET NEW YORK, NY 10022

Internal Coding

ATTN: KRISTINA PAIZ

KCLA AGRE BIU CAT2

Commercial Type

BER BER Comml Len 90 Pay Type SESSION

Date

Media

Client Product Commercial BERMUDA TOURISM VIDEO

BERMUDA TOURISM BERMUDA TOURISM

First Fixed Cycle SEP08/10 Expiration Date SE207/15

Version ID BERMUDA Use Type THEAT/INDST SESS Cycle SEPG8/10-SEP07/15

OCT18/10

Invoice # 2523 J00001

TV

IDS

Page 1 of 1

Copy 1

ISCII Number BERMUDA 1 Record Date SEPOR/10 Record Studio STUDIO

City/State CALIFORNIA

| Pid #                     | Performer Name   | Ovs  | Cat  | On/<br>Off<br>Cam | 1                        | St      | fib | First<br>Serv.<br>Date   | OT s<br>Travl<br>Hr.Mn | No<br>Dy | No<br>Sp          | Yr                                  | A<br>P<br>1 | I<br>n<br>c | Amount<br>Applied | Gross Wages    | Hisc.<br>Payment                               | PSH   |  |
|---------------------------|------------------|------|------|-------------------|--------------------------|---------|-----|--|------------------------|----------|-------------------|-------------------------------------|-------------|-------------|-------------------|----------------|--|---|--|
| TT1EWN                    | DANIELS THERESA  |      | P    | OFF               |                          | CA      |     | 0.90810  |                        |          | jud               | 09                                  |             |             | •                 | 654.9 <u>0</u> |  | 100.06  |  |
|                           | Pension & Health | Ren  | nitt | nce.              | <u> </u>                 | <u></u> |     | Apply La   | egend                  | Ir       | ıclı              | ıde                                 | Leg         | ene         | d Totals          | 654.00         | .00  | 1.00.06                                       |  |
| Comps<br>Accor<br>8 658 6 |                  | ment |      |                   | r SAG<br>ributi<br>100.0 |         |     | 1 Sessic<br>2 Holdin<br>3 WS Ope<br>4 Guaran<br>5 Other<br>6 Cable | ig Fee                 | 2 3 4    | Mea<br>Car<br>Oth | rdro<br>il F<br>ctag<br>ier<br>ppli | ena<br>e    |             | y Payroll '       | tribution      | 654.00<br>105.36<br>100.06<br>859.42<br>103.13 | <u>i                                     </u> |  |

Remit to: Talent Partners, Department 6095, Carol Stream, IL 60122-6095 \*\* PUR - PAYABLE UPON RECEIPT \*\*

Invoice Total 962.55

### **EXPENSE REPORT (FORM J)**

### PAGE <u>1</u> OF <u>1</u>

| CLIENT CODE: 222              | NAME: Susannah Gregory  |  | <b>DATE:</b> 10.13.10 |
|-------------------------------|---|--|-----------------------|
| · CLIENT-RELATED (Billat      | le and Non-billable)  |  |                       |
| DATE                          | DESCRIPTION*  | TOTAL AMOUNT                                   | WORK CODE             |
| 10.8.10                       | Dean & Deluca - coffee for Today Show Perfect 10 Stunt  | 3.81   | E                     |
| 0.7.10                        | Taxi - S. Gregory from office to apartment (supplies, signage, etc. for Perfect 10 stunt morning show outreach)     | 8.50   | Е                     |
| 10.8.10                       | Taxi - S. Gregory from apartment to Today Show (supplies, signage, etc. for Perfect 10 stunt morning show outreach) | 14.30  | E                     |
|                               |   |  |                       |
|                               |   |  |                       |
|                               |   |  |                       |
|                               |   |  |                       |
| NON-CLIENT-RELATED            | BUSINESS (Description)  |  |                       |
|                               |   |  |                       |
|                               |   |  |                       |
|                               |   |  |                       |
| Employee Signature  Approval: | Total Expenses (-) Less Advances (+) Due Employee (-) Due LHA   | \$ <u>26.61</u><br>\$<br>\$ <u>26.61</u><br>\$ |                       |

Work Codes: A: Entertainment \*(indicate name, title, company, type: lunch, dinner, etc.); B: Business Meals \*(see above); C: Travel; D: Media Contacts; E: Out-of-Pocket; F: Petty Cash Adv.

### **DEAN & DELUCA**

I ROCKEFELLER NEW YORK, NY 10020 212.664.1372

Commence of the

SHOP ONLINE, SIGN UP FOR CATALOGS AND EXCLUSIVE EMAIL OFFERS AT DEANDELUCA.COM

|      | COFFEE       | 2.00 | T |
|------|--------------|------|---|
|      | COFFEE       | 1.50 | T |
|      | TAX          | 0.31 |   |
| **** | BALANCE      | 3.81 |   |
|      | ************ |      |   |

Visa PAYMENT REF : 037583 SEQ : 99438110

ACCT: \*\*\*\*\*\*\*\*\*\*5362

TOTAL: \$3.81

| ****************              | **** |
|-------------------------------|------|
| Visa                          | 3.81 |
| CHANGE                        | 0.00 |
| TOTAL NUMBER OF ITEMS SOLD =  | 2    |
| 10/08/10 07:25am 215 2 13 181 |      |

For Gifts, Catering, or Delivery call 1-212-664-1372. To order a catalog or place an order call 1-800-221-7714.



Exchanges and Returns accepted within 10 days when accompanied by a receipt.

Store Credit Only.

ank you for your patronage.

MED# 5P46
10:07:10 TR 7243
START END MILES
20:55 21:13 2.7
Resular Fare
RATE 1:\$ 11.30
SURCH:\$ 0.50
StSrch:\$ 0.50
TIP:\$ 2.00
TOTAL:\$ 14.30





NO. # 10. #

CARD TYPE: VISA XXXXXXXXXXXXX5367 AUTH:052981

THANKS TO CONTACT TLC DIAL 3-1-1

### **EXPENSE REPORT (FORM J)**

### PAGE 1 OF 1

| CLIENT CODE: 222      | NAME: Susannah Gregory   |  | <b>DATE:</b> 11.4.10 |
|-----------------------|--|--|----------------------|
| • CLIENT-RELATED (Bil | lable and Non-billable)  |  |                      |
| DATE                  | DESCRIPTION*   | TOTAL AMOUNT                                     | WORK CODE            |
| 10.21.10              | NYC Taxi: S. Gregory - JFK Airport to LH&A Offices                                   | 58.07  | E                    |
| 10.21.10              | Tip for Bermuda Driver - Journalist Tours  | 20.00  | Е                    |
| 10.21.10              | The Airport Bar: Breakfast for S. Gregory  | 8.00   | E                    |
| 10.19.10              | Bermuda Taxi: Travel on-island with journalist                                       | 45.00  | E                    |
| 10.18.10              | Bermuda Taxi: Travel on-island with journalist                                       | 25.00  | E                    |
| 10.17.10              | JFK Airport: Lunch for S. Gregory  | 30.13  | E                    |
| 10.17.10              | NYC Taxi: S. Gregory - Apartment to JFK Airport                                      | 58.07  | E                    |
| 10.21.10              | Fairmont Hamilton Princess - Dinner for S. Gregory, hotel taxes and internet         | 89.57  | E                    |
| 10.22.10              | NYC Taxi: S. Gregory from LH&A to apartment (with luggage)                           | 14.00  | E                    |
| 10.21.10              | Fairmont Southampton - breakfast and dinner for S. Gregory, hotel taxes and internet | 129.50   | E                    |
| 10.22.10              | AT&T - Roaming Charges (calls & emails)  | 121.70   | E                    |
| • NON-CLIENT-RELATE   | D BUSINESS (Description)   |  |                      |
|                       |  | 0500.04  |                      |
| Employee Signature    | Total Expenses (-) Less Advances (+) Due Employee (-) Due LHA                        | \$ <u>599.04</u><br>\$<br>\$ <u>599.04</u><br>\$ |                      |

Work Codes: A: Entertainment \*(indicate name, title, company, type: lunch, dinner, etc.); B: Business Meals \*(see above); C: Travel; D: Media Contacts; E: Out-of-Pocket; F: Petty Cash Adv.

Date:

| Name | Smi   |             |
|------|-------|-------------|
|      | T1643 |             |
|      | \$25° | 18/10/17    |
| ;    |       | , , , , , , |

# RADIO-CABS SERVICE - BERMUDA Dial 295-4141

SERVER: 2154 Jisselle DATE: OCT17'10 11:56AM CARD TYPE: Visa ACCT #: XXXXXXXXXXXX5362 EXP DATE: XX/XXAUTH CODE: 090556 WOODSON C WHITEHEAD SUBFOTAL: 26.13 SIGNATURE THANK YOU SIGNED COPY - MERCHANT SECOND PORY - PHOTOMER

4753

57/1

CHECK:

TABLE:

\*\* \*\* \*\* \*\* \*\* \*\* \*\* \*\* \*\* \*\* THE AIRPORT BAR MANAGEMENT AND STAFF THANK YOU FOR YOUR PATRONAGE \*\* \*\* \*\* \*\* \*\* \*\* \*\* \*\* \*\* \*\* Date: Oct21'10 08:05AM Card Type: VISA Acct #: XXXXXXXXXXXX5362 Exp Date: 02/12 th Code: 1 \* 536 eck: 5 THE BEST rver: WOODSON C WHITEHEAD :stotal: 8.00 CUSTOMER COPY \*\* GRATUITIES NOT INCLUDED

### I O NEW YORK

HACK # 00439474
MED # 4C95
TRIP # 16282
DATE: 10/17/2010
START TIME 10:35
END TIME 11:07
RATE NO. 2
JFK - MANHATTAN
MILES R2 19.07
FARE2 \$ 45.00
MTA SCG 0.50
Mid-Tun
Tip/Other 8.07

HACK # 05334834 HACK # 05334834 MED # 8879 TRIP # 9974 DATE: 10/21/2010 START TIME 11:31 END TIME 11:32 RATE No. 2 JFK - MANHATTAN FARE2 \$ 45.00 ST. SUR 0.50 Mid-Tun 4.57 Tip/Other 8.00 GR.TOT. 58.07

Contact TLC Dial. 3-i-1

CARDNUMBER: 5362 AUTHOR: 046899 I O NEW YORK

HACK # 00447975
MED # 5088
TRIP # 13953
DATE: 10/22/2010
START TIME 19:28
END TIME 19:45
RATE No. 1
STRND. CITY RATE
MILES R1 1.98
FARE1 \$ 10.50
SURCHARGE 1.00
TOTAL \$ 11.50
ST. SUR 0.50
TIP/Other 2.00
GR.TOT. 14.00

Contact TLC Dial 3-1-1

CARDNUMBER: 5362 051527

\$20 -tiptodrivele



Room :

0429

Folio # Cashier #

292

Page #

1 of 1

P.O. Box HM 837 HAMILTON, BERMUDA HM CX T (441) 295-3000 F (441) 295-1914

Ms Susannah Gregory

Arrival

10-17-10

Departure

10-19-10

BM

| Date          | Description                 | Additional Infor | nation | Charges | Credits |  |
|---------------|-----------------------------|------------------|--------|---------|---------|--|
| -<br>10-17-10 | Room Gratuities             | #429 :           | ;      | 12.95   |         |  |
| 10-17-10      | Resort Levy                 |                  | ••     | 9.00    |         |  |
| 10-17-10      | Hotel Occ. Tax/Tourism Fund | ł                | :<br>: | 0.86    |         |  |
| 10-18-10      | In Room - Dinner            | CHECK #8932      | ·      | 43.95   |         |  |
| 10-18-10      | Room Gratuities             | #429 :           |        | 12.95   |         |  |
| 10-18-10      | Resort Levy                 |                  |        | 9.00    |         |  |
| 10-18-10      | Hotel Occ. Tax/Tourism Fund | 1                | •      | 0.86    |         |  |
|               |                             | Total            |        | 89.57   | 0.00    |  |
|               |                             | Balan            | ce Due | 89.57   |         |  |

Guest signature X\_\_\_\_

For information or reservations, visit us at www.fairmont.com or call Fairmont Hotels & Resorts from: United States or Canada 1 800-441-1414

l agree that my liability for this bill is not waived and lagrae to be hold personally liable in the event that the indicated person, company, travol agant or association fails to pay for the full amount of the charges. Overdue balance subject to a surcharge at the rate of 1.5% por monit, 1(9.56% per enhum). All accounts domand definement may be subject to logal foes and as other costs associated with the bill. Account is payable on presentation or departure.

thave requested delivery of The New York Times. If refused, a credit will be applied to my account of \$.25 (Mon-Sat) and \$1.25 (Sun)

· .:



101 SOUTH SHORE ROAD SOUTHAMPTON, BERMUDA T 441 238 8000 F 441 238 8968 Room Folio# 3332

Cashier#

289

Page #

1 of 1

Ms Susannah Gregory

39 E. 51st

New York, NY 10022

ŲS

Arrival

10-19-10

Departure

10-21-10

| Date     | Description                 | Additional Information              | Charges | Credits |
|----------|-----------------------------|-------------------------------------|---------|---------|
| 10-19-10 | In Room Internet            | #3332 : 999-9999                    | 13.95   |         |
| 10-19-10 | In Room Dining              | CHECK #2916                         | 14.70   |         |
| 10-20-10 | In Room Dining              | CHECK #2939                         | 28.74   |         |
| 10-20-10 | Telephone Local - Interface | 14:48 #7332 : 4412920023 [00:04:00] | 1.00    |         |
| 10-20-10 | In Room Dining              | CHECK #2970                         | 17.04   |         |
| 10-20-10 | in Room Internet            | #3332 : 999-9999                    | 13.95   |         |
|          |                             | Total                               | 89.38   | 0.00    |
|          |                             | Balance Due                         | 89.38   |         |

United States or Canada 1 800-441-1414



101 SOUTH SHORE ROAD SOUTHAMPTON, BERMUDA T 441 238 8000 F 441 238 8968 Room

3332

Folio#

Cashier # Page # 289 1 of 1

Ms Susannah Gregory

39 E. 51st

New York, NY 10022

US

Arrival

10-19-10

Departure

10-21-10

| Date     | Description                | Additional Information | Charges | Credits |  |  |
|----------|----------------------------|------------------------|---------|---------|--|--|
| 10-19-10 | Room Gratuities            | #3332 :                | 10.20   |         |  |  |
| 10-19-10 | Southampton Resort Levy    |                        | 9.00    |         |  |  |
| 10-19-10 | Hotel Occ. Tax / Tourism F | Fund                   | 0.86    |         |  |  |
| 10-20-10 | Room Gratuities            | #3332 :                | 10.20   |         |  |  |
| 10-20-10 | Southampton Resort Levy    |                        | 9.00    |         |  |  |
| 10-20-10 | Hotel Occ. Tax / Tourism F | Fund                   | 0.86    |         |  |  |
|          |                            | Total                  | 40.12   | 0.00    |  |  |
|          |                            | Balance Due            | 40.12   |         |  |  |

| ser Nam           |                           | GREGORY            |         |               |             |                                |           |         |                   |                    |              |
|-------------------|---------------------------|--------------------|---------|---------------|-------------|--------------------------------|-----------|---------|-------------------|--------------------|--------------|
| te Code: II<br>m  | V <i>CI=INCOLL</i><br>Day | ECT 1.99<br>Date   | Time    | Number Called | Call To     | Min                            | Rate Code | Feature | Airtime<br>Charge | LD/Add'l<br>Charge | Tota<br>Char |
| arges Incun       | red While Roa             | ming in Bermuda, 2 | 7.7.    |               |             |                                |           |         |                   |                    |              |
| - 1               | SUN                       | 10/17/2010         | 6:26PM  | 202-436-6360  | DOMESTIC CL | 9 1                            | INCI      |         | 1.99              |                    |              |
| 2                 | SUN                       | 10/17/2010         | 6:42PM  | 407-758-4654  | DOMESTIC CL | eve comme                      | INCI      |         | 1.99              |                    |              |
| 3                 | SUN                       | 10/17/2010         | 6:42PM  | 407-758-4654  | DOMESTIC CL |                                | INCI      |         | 1.99              |                    |              |
| 4                 | SUN                       | 10/17/2010         | 6:48PM  | 407-758-4654  | DOMESTIC CL |                                | INCI      |         | 1.99              |                    |              |
| S                 | SUN                       | 10/17/2010         | 9:08PM  | 202-436-6360  | INCOMING CL |                                | inci,,    |         | 1.99              |                    |              |
| 6                 | SUN                       | 10/17/2010         | 10:17PM | 202-436-6360  | DOMESTIC CL | 1                              | INCI      |         | 1.99              |                    |              |
| 7                 | SUN                       | 10/17/2010         | 10:32PM | 917-216-3055  | DOMESTIC CL | ì                              | INCI      |         | 1.99              |                    |              |
| 8                 | SUN                       | 10/17/2010         | 10:33PM | 917-216-3055  | DOMESTIC CL | ı                              | INCI      |         | 1.99              |                    |              |
| و                 | SUN                       | - 10/17/2010       | 10:48PM | 202-436-6360  | INCOMING CL | 3                              | INCI      |         | 5.97              |                    |              |
| 10                | MON                       | 10/18/2010         | 12:07AM | 000-000-0000  | BLOCKED     | 7                              | INCI      |         | . 13.93           |                    |              |
| ريونون<br>[[ا     | MON                       | 10/18/2010         | 8:48AM  | 202-436-6360  | DOMESTIC CL | <sup>MARA</sup> 變1             | INCI      |         | 1,99              |                    |              |
| 12                | MON                       | 10/18/2010         | 1:56PM  | 202-436-6360  | INCOMING CE | mark &                         | INCI      |         | 1.99              |                    |              |
| 13                | MON                       | 10/18/2010         | 3:00PM  | 202-436-6360  | INCOMING CL | y and reconstity.              | INCI      |         | 1.99              |                    |              |
| - 14              | MON                       | 10/18/2010         | 3:11PM  | 202-436-6360  | INCOMING CL | i                              | ÑCI       |         | 1.99              |                    |              |
| 15                | MON                       | 10/18/2010         | 7:30PM  | 917-216-3055  | DOMESTIC CL | 1                              | INCI      |         | 1.99              |                    |              |
| 16                | TUE:                      | 10/19/2010         | 12:51AM | 917-216-3055  | DOMESTIC CL | 2                              | INCI      |         | 3.98              |                    |              |
| - 17              | TUE                       | 10/19/2010         | 3:07AM  | 202-436-6360  | DOMESTIC CL | 1                              | NCI       |         | 1.99              |                    |              |
| 18                | TUE                       | 10/19/2010         | 12.00PM | 202-436-6360  | DOMESTIC CL | jagasan araga<br>Jagasan araga | Section 4 |         | 1.99              |                    |              |
| 19                | TUE                       | 10/19/2010         | 2.08PM  | 202-436-6360  | DOMESTIC CL | 2                              | INCI      |         | 3.98              |                    |              |
| 20                | TUE                       | 10/19/2010         | 4:25PM  | 212-308-8880  | DOMESTIC CL |                                | 300       |         | 5.97              |                    |              |
| برون<br>21 — عالم | TUE                       | 10/19/2010         | 4:29PM  | 000-000-0000  | BLOCKED     | क्षानुष्यकृतस्य ।<br>4         | INCI      |         | 7.96              |                    |              |
| 22                |                           | 10/19/2010         | 5:17PM  | 441-735-1775  | DOMESTIC CL |                                |           |         | 3.98              |                    |              |
| 23                | TUE                       | 10/19/2010         | 6:17PM  | 000-000-0000  | BLOCKED     | TO 5 1982 (1977)               | INCL      |         | 3.98              |                    |              |
| 24                | TUE                       | 10/19/2010         | 6:18PM  | 000-000-0000  | BLOCKED     | 73000 A W                      | INCI      |         | 21.89             |                    |              |
| 25                | TUE                       | 10/19/2010         | 6:30PM  | 901-210-7136  | DOMESTIC CL | 1                              | INCI      |         | 1.99              |                    |              |
| 26                | TUE                       | 10/19/2010         | 6:37PM  | 000-000-0000  | BLOCKED     | 3                              | INGI      |         | 5.97              | ,                  |              |
| 27                | TUE                       | 10/19/2010         | 10:30PM | 917-216-3055  | DOMESTIC CL | 1                              | INC1      |         | 1,99              |                    |              |
| 28                | TUE                       | 10/19/2010         | 10:37PM | 202-436-6360  | INCOMING CL | 3                              | INCI∰     |         | 5.97              |                    |              |
| 29                | WED                       | 10/20/2010         | 12:15AM | 917-216-3055  | DOMESTIC CL | 8                              | INCI      |         | 15.92             |                    |              |
| 30                | WED                       | 10/20/2010         | 12:25PM | 441-735-1775  | DOMESTIC CL | t                              | INCI      | į       | 1.99              |                    |              |
|                   | WED                       |                    | 12:32PM | 202-436-6360  | INCOMING CL | diction of the second          | inci      | ij      | 1.99              |                    |              |
| 32                | WED                       | 10/20/2010         | 12:51PM | 202-436-6360  | DOMESTIC CL | eneral a                       | inci      |         | 1.99              |                    |              |

|                       |                   | GREGORY<br>51500, DBB6=BB1 |              |              |                 |                |           |         |         |         |               |
|-----------------------|-------------------|----------------------------|--------------|--------------|-----------------|----------------|-----------|---------|---------|---------|---------------|
| Raie Period (P        |                   |                            |              |              |                 |                |           |         |         |         |               |
| Feature: SMII<br>Item | =IMB SMS S<br>Day | 0.03, MMH=IMB .<br>Date    | MMS 80.03, G | To/From      |                 | Msg/KB/Mi<br>n | Rate Code | Rate Pd | Feature | In/ Out | Tota<br>Charg |
| 1                     | TUE               | 09/21/2010                 | 1:15AM       | 214-683-7889 | Text Message    | l Msg          | INTM      | AT      | SMH     | In      | 0.0           |
| 2                     | TUE               | 09/21/2010                 | 8:25AM       | 646-415-3175 | Text Message    | 1 Msg          | INTM      | ΛT      | HMS     | Out     | 0.0           |
| 3                     | TUE               | 09/21/2010                 | 8:25AM       | 646-415-3175 | Text Message    | 1 Msg          | INTM      | ΛT      | SMH     | Out     | 0.0           |
| 4                     | TUE               | 09/21/2010                 | 8:36AM       | 214-564-4955 | MTM TEXT MESSAG | E I Msg        | MTMI      | TΛ      | SMH     | Out     | 0.0           |
| 5                     | TUE               | 09/21/2010                 | 8:36AM       | 214-564-4955 | MTM TEXT MESSAG | E I Msg        | MTMI      | ΛT      | SMH     | Out     | 0.0           |
| 6                     | TUE               | 09/21/2010                 | 8:42AM       | 214-564-4955 | MTM TEXT MESSAG | E 1 Msg        | MTMI      | ΛT      | SMH     | In      | 0.0           |
| 7                     | TUE               | 09/21/2010                 | 8:50AM       | 646-415-3175 | Text Message    | l Msg          | MTMI      | ΑT      | SMH     | In      | 0.0           |
| 8                     | TUE               | 09/21/2010                 | 8:50AM       | 214-564-4955 | MTM TEXT MESSAG | E 1 Msg        | MTMI      | TA      | SMH     | Out     | 0.0           |
| 9                     | TUE               | 09/21/2010                 | 8:51AM       | 646-415-3175 | Text Message    | 1 Msg          | INTM      | AT      | SMH     | Out     | 0.0           |
| 10                    | TUE               | 09/21/2010                 | 8:52AM       | 646-415-3175 | Text Message    | l Msg          | INTM      | ΛT      | HMS     | In      | 0.0           |
| 11                    | TUE               | 09/21/2010                 | 8:52AM       | 646-415-3175 | Text Message    | l Msg          | INTM      | TΛ      | SMH     | Out     | 0.0           |
| 12                    | TUE               | 09/21/2010                 | 8:54AM       | 646-415-3175 | Text Message    | 1 Msg          | MTMI      | TA      | SMH     | In      | 0.0           |
| 13                    | TUE               | 09/21/2010                 | 8:54AM       | 646-415-3175 | Text Message    | 1 Msg          | INTM      | ΛT      | SMH     | Out     | 0.0           |
| 14                    | TUE               | 09/21/2010                 | 8:58AM       | 662-401-0715 | MTM TEXT MESSAG | E 1 Msg        | INTM      | AT      | SMH     | Out     | 0.0           |
| 15                    | TUE               | 09/21/2010                 | 9:03AM       | 662-401-0715 | MTM TEXT MESSAG | E I Msg        | INTM      | ΑT      | SMH     | In      | 0.0           |
| 16                    | TUE               | 09/21/2010                 | 9:03AM       | 662-401-0715 | MTM TEXT MESSAG | E 1 Msg        | INTM      | ΛT      | SMH     | In      | 0.0           |
| 17                    | TUE               | 09/21/2010                 | 9:25AM       | 214-893-3099 | Text Message    | l Msg          | INTM      | ΛT      | SMH     | In      | 0.0           |

| Rate Period (PL | e Code: INTM=INTMSGI500, DBB6=BBRYUNL_ALLA c Period (PD): AT=Anytime sure: SMII=IMB SMS \$0.03, MMH=IMB MMS \$0.03, GPRR=GPRS \$0.00 rate APN003 |                 |          |               |                  |                |           |         |         |         |           |  |  |  |
|-----------------|--|-----------------|----------|---------------|------------------|----------------|-----------|---------|---------|---------|-----------|--|--|--|
| Item            | Day  | Date            | Time     | To/From       | Туре             | Msg/KB/Mi<br>n | Rate Code | Rate Pd | Feature | In/ Out | To<br>Cha |  |  |  |
| 1236            | FRI  | 10/15/2010      | 2:11AM   | Data Transfer | Data             | 2 KB           | DBB6      | AT      | GPRR    | Out     |           |  |  |  |
| 1237            | FRI  | 10/15/2010      | 3:11AM   | Data Transfer | Data             | 2 KB           | DBB6      | AT      | GPRR    | Out     |           |  |  |  |
| 1238            | FRI  | 10/15/2010      | 9:11AM   | Data Transfer | Data             | 1 KB           | DBB6      | ΑŦ      | GPRR    | Out     |           |  |  |  |
| 1239            | FRI  | .10/15/2010     | 10:21AM  | Data Transfer | Data             | 21 KB          | DBB6      | ΥA      | GPRR    | Out     |           |  |  |  |
| 1240            | FRI  | 10/15/2010      | 10:21PM  | Data Transfer | Data             | 2 KB           | DBB6      | TΛ      | GPRR    | Out     |           |  |  |  |
| 1241            | FRI  | 10/15/2010      | 11:21PM  | Data Transfer | Data             | 82 KB          | DBB6      | AT      | GPRR    | Out     |           |  |  |  |
| 1242            | SAT  | 10/16/2010      | 12:21AM  | Data Transfer | Data             | 272 KB         | DBB6      | ΤA      | GPRR    | Out     |           |  |  |  |
| 1243            | SUN  | 10/17/2010      | 5:23AM   | Data Transfer | Data             | 68 KB          | DBB6      | TΛ      | GPRR    | Out     |           |  |  |  |
| 1244            | SUN  | 10/17/2010      | 5:24AM   | Data Transfer | Data             | 62 KB          | DBB6      | ΑT      | GPRR    | Out     |           |  |  |  |
| 1245            | SUN  | 10/17/2010      | 5:44AM   | Data Transfer | Data             | 3 KB           | DBB6      | ΛT      | GPRR    | Out     |           |  |  |  |
| 1246            | SUN  | 10/17/2010      | 6:24AM   | Data Transfer | Data             | 23 KB          | DBB6      | ΛT      | GPRR    | Out     |           |  |  |  |
| 1247            | SUN  | 10/17/2010      | 6:24AM   | Data Transfer | Data             | 3 KB           | DBB6      | ΛT      | GPRR    | Out     |           |  |  |  |
| 1248            | SUN  | 10/17/2010      | 7:24AM   | Data Transfer | Data             | ικΒ            | DBB6      | ΑT      | GPRR    | Out     |           |  |  |  |
| 1249            | SUN  | 10/17/2010      | 9:24AM   | Data Transfer | Data             | 1 KB           | DBB6      | AT      | GPRR    | Out     |           |  |  |  |
| 1250            | SUN  | 10/17/2010      | 12:24PM  | Data Transfer | Data             | i KB           | DBB6      | AT      | GPRR    | Out     |           |  |  |  |
|                 |  | Subtotal of KB' | 5        |               |                  | 9,823 KB       |           |         |         |         |           |  |  |  |
| 1251            | SAT  | 10/02/2010      | 12:29AM  | 917-405-5248  | Multimedia Messa | l Msg          | MTMI      | AT      | ММН     | İn      |           |  |  |  |
|                 |  | Subtotal for MA | AS Msg's |               |                  | 1 Msg          |           |         |         |         |           |  |  |  |

| em         | Day                             | Date  | Time   | To/From  | Туре   | Msg/KB/Mi                                 | Rate Code                    | Feature                  | In/ Out                  | Tot  |
|------------|---------------------------------|---|--|--|--|---|------------------------------|--------------------------|--------------------------|------|
| CIII       | Day                             | Date  | A Mile   | 10/110111  | 1 ype  | n   | Rate Code                    | reature                  | III/ Out                 | Char |
|            | ed While Roamin                 | o in Amilia 77  |  |  |  |   |                              |                          |                          |      |
| arges meur |                                 | 30010/17/2010   | 3:04PM   | 626-644-2269   | MTM TEXT M   | ESSAGE I Msg                              | MK11                         | SRM                      | Out                      |      |
|            | 2 MON                           | 10/18/2010  | 1:42PM   | 615-668-9055   | Text Message   | 1 Msg                                     | MK11                         | SRM                      | Out                      | (    |
|            | MON .                           | 10/18/2010  | 1:53PM   | 615-668-9055   | Text Message   | 1 Msg                                     | MKII                         | SRM                      | Out                      |      |
|            | TUE TUE                         | 10/19/2010  | 4:33PM   | 901-210-7136   | Text Message   | 1 Msg                                     | MKII                         | SRM                      | Out                      |      |
|            |                                 | 0.11 ( ) 575  | •  |  |  |   |                              |                          |                          |      |
|            |                                 | Subtotal of Ms  | <u>g's</u>   |  |  | 4 Msg                                     |                              |                          |                          | 2    |
|            |                                 | Subtotal of Ms  | <u>g's</u>   |  |  | 4 Msg                                     | ·····                        |                          | <del></del>              |      |
|            |                                 | g in INTL Location,   | ZZ   |  | .99  |   |                              |                          |                          |      |
|            | SUN                             | g in INTL Location,<br>10/17/2010   | . ZZ<br>1.20PM                                     | <b>经过多的证明</b>  | Data Connect   | 242 KB                                    | MK12                         | GRM                      | Out                      |      |
|            | SUN.                            | g in INTL Location,<br>10/17/2010<br>10/17/2010   | ZZ<br>1:20PM                                       | Data Transfer  | Data Connect   |   | MK12<br>MK12                 | GRM<br>GRM               | Out<br>Out               |      |
|            | SUN.                            | g in INTL Location,<br>10/17/2010<br>10/17/2010   | ZZ<br>1:20PM                                       | Data Transfer  | Data Connect   | 242 KB                                    |                              | ******                   | ÷                        |      |
|            | SUN.                            | g in INTL Location,<br>10/17/2010<br>10/17/2010   | ZZ<br>1:20PM                                       | Data Transfer<br>Data Transfer                             | Data Connect   | 242 KB<br>38 KB                           | MK12                         | GRM                      | Out                      |      |
|            | SUN<br>SUN<br>SUN               | g in INTL Location,<br>19/17/2010<br>19/17/2010<br>19/17/2010<br>10/18/2010                             | . ZZ<br>1.20PM<br>1.20PM<br>11.20PM                | Data Transfer<br>Data Transfer                             | Data Connect Data Connect Data Connect                           | 242 KB<br>38 KB<br>51 KB                  | MK12<br>MK12                 | GRM<br>GRM               | Out                      |      |
|            | SUN<br>SUN<br>SUN<br>MON<br>MON | g in INTL Location,<br>19/17/2010<br>19/17/2010<br>19/17/2010<br>10/18/2010                             | . ZZ<br>1:20PM<br>1:20PM<br>12:20AM<br>12:20AM     | Data Transfer  Data Transfer  Data Transfer                | Data Connect Data Connect Data Connect Data Connect              | 242 KB<br>38 KB<br>51 KB<br>9 KB          | MK12<br>MK12<br>MK12         | GRM<br>GRM<br>GRM<br>GRM | Out<br>Out<br>Out        |      |
|            | SUN<br>SUN<br>SUN<br>MON<br>MON | g in INTL Location,<br>10/13/2010<br>10/17/2010<br>10/17/2010<br>10/18/2010<br>10/18/2010<br>10/19/2010 | 12.20PM<br>12.20PM<br>13.20PM<br>12.20AM<br>3.20AM | Data Transfer  Data Transfer  Data Transfer  Data Transfer | Data Connect Data Connect Data Connect Data Connect Data Connect | 242 KB<br>38 KB<br>51 KB<br>9 KB<br>20 KB | MK12<br>MK12<br>MK12<br>MK12 | GRM<br>GRM<br>GRM        | Out<br>Out<br>Out<br>Out |      |

1-800-621-0561 www.cision.com TAX ID: 36-4011543 Oleto pay-212 (Brinida) -mm

Invoice Date Invoice #

10/8/2010

3962272624

Bill To:

Susannah Gregory Lou Hammond & Associates 39 East 51st Street New York NY 10022 **United States** 

### Ship To:

Susannah Gregory Lou Hammond & Associates 39 East 51st Street New York NY 10022 **United States** 

| Payment Due Terms |        | Client Ref / PO# | Sales Order No.      | Account Executive |
|-------------------|--------|------------------|----------------------|-------------------|
| 11/7/2010         | Net 30 |                  | Sales Order #S389965 | Dino, Alysha      |
| Shipping Meth     | od     | Shipping Memo    | Tracking No.         |                   |
| *E-mail           |        |                  | DDS@11:52am          |                   |

| Cision Item  | Ta  | Oty | Subject / Description                                  | Market       | Station | Program Title | Air Date  | Time    | TRT   | Unit Price | Total Price |
|--------------|-----|-----|--|--------------|---------|---------------|-----------|---------|-------|------------|-------------|
| Digital Clip | Yes | 1   | CBS Early Show Ft<br>Bermuda's "Perfect 10"<br>10)8/10 | NT: National | CBS     | Early Show    | 10;8/2010 | 8:30 am | 02:56 | 165.75     | 165.75      |

165.75 Subtotal Shipping Cost (\*E-mail) 0.00 Tax (NY-NEW YORK 8.875%) 14,71 Total 180.46 Amount Due \$180.46

Cision US, Inc.

| Amount Paid | Client                   | Invoice #  |
|-------------|--------------------------|------------|
|             | Bermuda Dept. of Tourism | 3962272624 |

| Please Er            | nter Your Cred                | dit Card Infor | mation |       |      |
|----------------------|-------------------------------|----------------|--------|-------|------|
| Type:<br>Credit Ca   | Discover<br>ard #:<br>n Date: | Master         | Card   | _Visa | AMEX |
| Expiration Signature | n Date:<br>e:                 | Month          | Year   |       |      |

| Make Checks Payable To   |  |
|--|--|
| Cision US, Inc.<br>P.O. Box 98869<br>Chicago, IL<br>60693-8869 |  |

<sup>\*\*</sup>OUR REMITANCE ADDRESS HAS CHANGED. PLEASE SEND ALL PAYMENTS TO: Cision US, Inc. P.O. Box 98869 Chicago, IL 60693-8869

CISION"

1-800-621-0561 www.cision.com TAX ID: 36-4011543 OK to pay 222 (Bornuda)

Invoice Date

10/14/2010 Invoice Invoice # 3962273094

Bill To:

Susannah Gregory Lou Hammond & Associates 39 East 51st Street New York NY 10022 **United States** 

### Ship To:

Susannah Gregory Lou Hammond & Associates 39 East 51st Street New York NY 10022 **United States** 

| Payment Due     | Terms  | Client Ref / PO# | Sales Order No.      | Account Executive |
|-----------------|--------|------------------|----------------------|-------------------|
| 11/13/2010      | Net 30 |                  | Sales Order #S390441 | Dino, Alysha      |
| Shipping Method | SI SI  | nipping Memo     | Tracking No.         |                   |
| *E-mail         |        |                  |                      |                   |

| Cision Item  | Ta  | Oty | Subject / Description              | Market           | Station  | Program Title               | Air Date   | Time     | TRT      | Unit Price | Total Price |
|--------------|-----|-----|------------------------------------|------------------|----------|-----------------------------|------------|----------|----------|------------|-------------|
| Digital Clip | Yes | 1   | Regis & Kelly Featuring<br>Bermuda | TA: Talk Shows * | WSVN     | Live! With Regis &<br>Kelly | 10/13/2010 | 9:02 am  | 03:06    | 165.75     | 165.75      |
|              |     |     |                                    |                  |          |                             |            |          |          |            |             |
|              |     |     |                                    |                  |          |                             |            |          |          |            |             |
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165.75 Subtotal Shipping Cost (\*E-mail) 0.00 Tax (NY-NEW YORK 8.875%) 14.71 Total 180.46 Amount Due \$180.46

Chicago, IL 60693-8869

Cision US, Inc.

| Amount Paid | Client                   | Invoice #  |
|-------------|--------------------------|------------|
|             | Bermuda Dept. of Tourism | 3962273094 |

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| Make Checks Payable To   |  |
|--|--|
| Cision US, Inc.<br>P.O. Box 98869<br>Chicago, IL<br>60693-8869 |  |

<sup>\*\*</sup>OUR REMITANCE ADDRESS HAS CHANGED. PLEASE SEND ALL PAYMENTS TO: Cision US, Inc. P.O. Box 98869

1-800-621-0561 www.cision.com TAX ID: 36-4011543 Oll to pay-222 (Bernauda)

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Invoice Date

10/8/2010 Invoice

Invoice #

10/8/2010

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Susannah Gregory Lou Hammond & Associates 39 East 51st Street New York NY 10022 **United States** 

### Ship To:

Susannah Gregory Lou Hammond & Associates 39 East 51st Street New York NY 10022 **United States** 

| Payment Due    | Terms  | Client Ref / PO# | Sales Order No.      | Account Executive |
|----------------|--------|------------------|----------------------|-------------------|
| 11/7/2010      | Net 30 |                  | Sales Order #S389978 | Dino, Alysha      |
| Shipping Metho | d      | Shipping Memo    | Tracking No.         |                   |
| Other          |        |                  |                      |                   |

| Cision Item                       | Ta  | Oty | Subject / Description   | Market       | Station | Program Title | Air Date  | Time    | TRT | Unit Price | Total Price |
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| Report, Per Hit<br>(Media Values) | Yes | 1   | Audience #'s Sent for:<br>Today Show Ft Bermuda's<br>"Perfect 10" 10/8/10     | NT: National | NBC     | Today         | 10/8/2010 | 7:00 am |     | 10.00      | 10.00       |
| Report, Per Hit<br>(Media Values) | Yes | 1   | Audience #'s Sent for: CBS<br>Early Show Ft Bermuda's<br>"Perfect 10" 10/8/10 | NT: National | CBS     | Early Show    | 10/8/2010 | 7:00 am |     | 10.00      | 10.00       |

Subtotal 20.00 Shipping Cost (Other) 0.00 Tax (NY-NEW YORK 8.875%) 1.78 Total 21.78 **Amount Due** \$21.78

Chicago, IL 60693-8869

Cision US, Inc.

| Amount Paid | Client                   | Invoice #  |
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|             | Bermuda Dept. of Tourism | 3962272621 |

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| Cision US, Inc.<br>P.O. Box 98869<br>Chicago, IL<br>60693-8869 |  |

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Susannah Gregory Lou Hammond & Associates 39 East 51st Street New York NY 10022 **United States** 

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Susannah Gregory Lou Hammond & Associates 39 East 51st Street New York NY 10022 **United States** 

| Payment Due     | Terms  | Client Ref / PO# | Sales Order No.      | Account Executive |
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| 11/13/2010      | Net 30 |                  | Sales Order #S390513 | Dino, Alysha      |
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| Report, Per Hit<br>(Media Values) | Yes | •   | Audience #'s Sent for:<br>Regis & Kelly Featuring<br>Bermuda | TA: Talk Shows * | WSVN    | Live! With Regis &<br>Kelly | 10/13/2010 | 9:02 am |     | 10.00      | 10.00       |

10.00 Subtotal Shipping Cost (Other) Tax (NY-NEW YORK 8.875%) 0.00 0.89 Total 10.89 Amount Due \$10.89

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Cision US, Inc.

Chicago, IL 60693-8869

| Amount Paid | Client                   | Invoice #  |
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| Expiration<br>Signature                   |                     | Month  | Year |         |      | *** |  |

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| Make Checks Payable To   |      |  |
| Cision US, Inc.<br>P.O. Box 98869<br>Chicago, IL<br>60693-8869 |      |  |



INVOICE

TERMS: NET 30 DAYS

75 East Northfield Road, Livingston, New Jersey 07039 973.992.6600 / 800.631.1160

Lou Hammond & Associates \Bermuda Tourism

Att: Ms. Mary Messias, Controller

39 East 51st Street New York, NY 10022 P.O. NO. ►
ACCOUNT NO. ► 8266 AQ
DATE ► 10/31/10
INVOICE NO. ► 10088950

INVOICE TOTAL > \$374.41

TOTAL DUE > \$374.41

| For the period 10/01/10 through 10/31/10<br>Previous Balance<br>Basic Rate Charge  | 0.00<br>260.00         |
|--|------------------------|
| Clip Transactions: 55 Clippings Delivered<br>2 Internet Clips Charged @ \$1.42 each<br>23 eClips Charged @ \$1.42 each<br>30 Scanned Clips Charged @ \$1.42 each | 2.84<br>32.66<br>42.60 |
| Copyright Royalty Fees<br>Sales Tax  | 6.30<br>30.01          |

\*222

INVOICE TOTAL

≥ 374.41

AN INTEREST CHARGE IS ASSESSED ON ALL AMOUNTS OVER 30 DAYS OUTSTANDING

TOTAL AMOUNT DUE

374.41

| CURRENT  | OVER 30 DAYS | OVER 60 DAYS | OVER 96 DAYS | OVER 120 DAYS |
|----------|--------------|--------------|--------------|---------------|
| \$374.41 | \$.00        | \$.00        | \$.00        | \$.00         |





### BurrellesLuce Media Analysis

A Burrelles Luce Company

75 East Northfield Road • Livingston, NJ 07039 973.992.6600 • 212.227.5570 • 800.631.1160

Lou Hammond

\Bermuda Tourism

Att: Ms. Mary Messias, Controller

39 East 51st Street New York, NY 10022

TERMS: NET 30 DAYS

P.O NO. >

ACCOUNT NO. № 8266 KB

▶ 10/31/10 DATE

INVOICE NO. > 10088954

INVOICE TOTAL \$299.41

TOTAL DUE \$299.41

Previous Balance Media Measurement report for Sept 2010

Services Rendered Sales Tax

0.00

275.00 24.41

**INVOICE TOTAL** 

299.41

TOTAL AMOUNT DUE

299.41

AMOUNTS OVER 30 DAYS OUTSTANDING OVER 60 DAYS OVER 90 DAYS OVER 120 DAYS CURRENT OVER 30 DAYS \$299.41 \$.00 \$.00 \$.00 \$.00



BurrellesLuce Media Analysis

AN INTEREST CHARGE IS ASSESSED ON ALL

A BurrellesLuce Company

75 E. Northfield Road - Livingston, NJ 07039 973,992,6600 - 212,227,5570 - 800,631,1160

PURCHASE ORDER NO. IM

ACCOUNT NO. №8266 KB

DATE >10/31/10

INVOICE NO. №10088954

FEDERAL I.D. NO. 20-0253253



Business Wire, Inc. Phone # 415.986.4422 Taxpayer I.D. # 20-4146409 www.businesswire.com

INVOICE NO. 3801112

DATE

06-OCT-10

Page 1

LOU HAMMOND & ASSOCIATES, INC. DUE FROM:

MARY A. MESSIAS

39 E 51ST ST

NEW YORK, NY 100220000

United States

P.O. NO.

WORD COUNT:

395

ACCOUNT NO. 2155314 BERMUDA DEPARTMENT OF TOURISM

FOR: Bermuda•s Perfect 10 Wedding Challenge: 10 Couples Win 10 Weddings on 10/10/10

US: Business Wire Regional-Northeast Global-Mobile-Social-Measurable Apps

395.00

75.00

TOTAL:

470.00

Included as appropriate: NX Network - News Media & Reporters + Disclosure + Financial Systems + SEO/EON + Search Engines & Web Sites + Trades + Consumers + Social Media & RSS + Analytics

To view story copy, please enter the following URL into your Internet Browser: http://www.businesswire.com/news/home/20101006006576/en

All amounts shown in US Dollars Lou Hammond & Associates Terence Gallagher / Michelle Horn Tel: 212-308-8880; Fax: 212-891-0200 terryg@lhammond.com/michelleh@lhammond.com

Bermuda 222 -MH OKTOPAY



## PLUMTREE PRODUCTIONS LLC

### 123 Greenoak Blvd. Middletown, NJ 07748 732 861-5612

### <u>MatthewGriffin1@mac.com</u> <u>http:Web.mac.com/MatthewGriffin1</u>

Terry Gallagher LOU HAMMOND & ASSOCIATES 39 E. 51st Street New York, NY. 10022 Date 11-02-10

PROJECT TITLE: Bermuda Promo Fixes

Date 11-02-10

PROJECT DESCRIPTION: INVOICE NUMBER: 1012

| Description       | Hours | Rate      | Cost     |
|-------------------|-------|-----------|----------|
|                   | _     | -         |          |
| Editing           | 5     | \$75.00   | \$375.00 |
| Dubbing           | 3     | \$40.00   | \$120.00 |
| 20 DVDs and Cases |       |           | \$35.00  |
|                   |       |           |          |
|                   |       |           |          |
|                   |       |           |          |
|                   |       |           |          |
|                   |       | Subtotal  | \$530.00 |
|                   |       | Tax 7.00% | \$37.10  |
|                   |       | Total     | \$567.10 |

Sincerely yours,

**Matthew Griffin** 

Page: 1

Date: NOV 16 2010

Time: 11:41A

Station:

### Account Summary - JAN 05 2010 to JAN 04 2011

| Account      | Pieces   | Postage | Surcharge | Total  |          |
|--------------|----------|---------|-----------|--------|----------|
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| Grand Total: | End of R |         | 0.000     | 22.410 |          |

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|-------------------------------|---|------------------|
| RUSH DELIVERY *10% EXTRA COST | 11:00 AM DELIVERY   | 3:00 PM DELIVERY |
|                               |   | \$ 15.00         |
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|                               | DATE: 10/29/10  |                  |
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|  | ating and stuffing releases _<br>press kit covers  | brochures             | _photos            |
|  | ating and stuffing releases invitations into env   |                       | , photos           |
| 3. Stick   | labels onto envelopes  |                       | •                  |
| 4. Stick   | labels onto photos   |                       |                    |
| 5. Stick   | photos onto caption sheets   |                       |                    |
| 6. Copy  | press clips (Organize in ch  | ronological order [op | tional])           |
| 7. Bind  | ing  |                       |                    |
| 8. Puttin  | g signatures on letters/ Ma  | ching names of enve   | lopes with letters |
| 9. Write   | out on P-touch tape and st   | ick onto index tabs   |                    |
| 10. Set up   | the sixth floor (includes de   | ck)                   | ÷                  |
| 11. Wrap   | gifts (includes wrapping an  | d tie ribbons)        |                    |
| 12. Set up   | gift bags (includes putting  | tissue and everything | ; inside)          |
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## BERMUDA

feel the love ®

Contacts: Terence Gallagher / Michelle Horn

Lou Hammond & Associates

Tel: (212) 308-8880; Fax: (212) 891-0200

E-mail: terryg@lhammond.com / michelleh@lhammond.com

## BERMUDA SHOWCASES DESTINATION-WIDE SAVINGS ALONG WITH NEW DEVELOPMENTS IN TIME FOR GOLF AND SPA SEASON

NEW YORK, 29 October, 2010 – Travellers heading to Bermuda's turquoise waters and pink sandy beaches will experience a variety of fresh starts this season. Resorts across the island are unveiling multi-million dollar renovations while stunning new developments make a grand entrance, including The Reefs Club, The Fairmont Hamilton Princess's Bermudiana House and Tucker's Point Hotel and Spa. The following includes details on destination-wide savings, new developments and resort renovations at properties across Bermuda.

#### **Compliments of Bermuda Promotion**

Travellers to Bermuda's pink sand beaches this fall and winter will receive *every* third night free on hotel rooms "Compliments of Bermuda." The destination-wide promotion is available when booking a minimum three-night stay. Offered to coincide with Bermuda's popular "golf and spa" season, The Bermuda Department of Tourism teamed up with 15 participating hotel properties to launch this exclusive promotion, available for booking 15 September, 2010 – 12 March, 2011 for travel 15 November, 2010 – 15 March, 2011. Rates for accommodations range from approximately \$125 - \$460 per night and are subject to availability. Please visit <a href="https://www.bermudatourism.com/compliments">www.bermudatourism.com/compliments</a> for a listing of participating hotels and more information on booking.

#### Elbow Beach, Bermuda Completes \$5.5 million Renovation

Luxury resort Elbow Beach Bermuda has completed a multi-million dollar project. The refurbished Elbow Beach features 98 luxury cottage rooms and suites with a new range of facilities. The suites and rooms have new in-room entertainment systems, luxurious furnishings, iPod docking stations, personal espresso machines and upgraded bathroom facilities.

The resort also enhanced its public spaces, including The Library, a new recreation lounge with complimentary refreshment station; a newly renovated business center and gift shop; upgraded fitness room and new day-use suites. Additionally, its half-mile private pink sand beachfront has new sun loungers and private cabanas. Ocean-side spa therapies will be available at the new Spa Beach Pavilion staring in June. Lido, the resort's premier dining experience has a new Executive Chef, Guido Brambilla, with extensive five-star resort experience. Also, the resort's DEEP Lounge and Nightclub have been revamped and will showcase live entertainment. <a href="https://www.mandarinoriental.com/bermuda">www.mandarinoriental.com/bermuda</a>

## The Reefs Hotel Opens The Reefs Club, new La Serena Spa and Adds Guest Experience Amenities

The Reefs Hotel has opened its new The Reefs Club, 19 elegantly appointed two-and three-bedroom, beach-front private residences. The Reefs Club is available for purchase on a fractional ownership basis and is available for guest stays. The Reefs Hotel also features the new La Serena Spa, including eight treatment rooms, a spa suite for dual services and a manicure/pedicure room with spectacular ocean views. The spa utilizes luxurious Elemis of London products.

For an added guest amenity, The Reefs now offers complimentary Flip digital video cameras for guests to utilize upon arrival. Also, as part of the renovation, The Reefs added a private wine room, which houses over 1,000 bottles of wine, in its Royston's restaurant available for private events. www.thereefs.com

#### Tucker's Point Hotel & Spa Celebrates its First Anniversary

Tucker's Point Hotel & Spa is celebrating its first anniversary with several new features. As the hotel enters its second year, it is partnering the acclaimed Tucker's Point Golf Club with its venerable neighbor, Mid Ocean Club, affording hotel guests the chance to play on the latter's historic course three times a week. Also, families will feel more at home with an expanded line-up of kids' activities and new villa accommodations—perfect for multi-generational travellers. The resort features 200 rolling oceanfront acres, a championship18-hole golf course and the longest private beach on island. Tucker's Point Hotel & Spa has hosted influential guests including Queen Elizabeth II. www.tuckerspointhotelandspa.com

#### The Fairmont Hamilton Princess Debuts Newly Reinvented Bermudiana House

The Fairmont Hamilton Princess has introduced Bermudiana House, formerly known as the Bay Wing, featuring 113 newly designed guestrooms with the feel of a luxury home including classic designs evocative of the hotel's Victorian heritage. Marble entryways, flat screen televisions and rain-style showerheads are some of the features throughout Bermudiana House. www.fairmont.com/hamilton

## The Fairmont Southampton Redesigns Guestroom, Renovates Whaler Inn and Enhances Meetings facility

The Fairmont Southampton has completed a renovation program in its guestrooms and public spaces. The guestroom renovation includes a redesign of each of its spacious bathrooms, including marble tile, vanity, fixtures and lighting. In addition, most guestrooms will feature new bedding, wall coverings and draperies. Every room in the hotel features a balcony. Flat screen televisions have also been added to the guestrooms. The hotel has additionally renovated the former Whaler Inn restaurant, transforming it into the new Ocean Club. Overlooking the hotel's private beach, the newly renovated restaurant features new décor and a new menu.

The Fairmont Southampton also enhanced its meetings facility with new draperies in The Mid Ocean Amphitheatre, renovations to the lower lobby and the purchase of more than 1,000 new banquet chairs, www.fairmont.com/southampton

#### Grotto Bay Beach Resort Opens Spa Cave and Waterpark

Grotto Bay Beach resort opened The Spa in Prospero's Cave this summer. An ode to nature, the spa allows guests to personalize their spa treatments, which are performed amongst Stalactites and Stalagmites hanging from the cave's ceiling and overlooking a crystal clear ocean-fed lake. Reputed to have been discovered by Sir. George Somers in 1609-1610, Prospero's Cave is named after the lead character in Shakespeare's The Tempest-- commonly thought to have been based on Sir. George Somers's shipwreck in Bermuda in 1609.

Additionally, Grotto Bay Beach Resort has a new waterpark, featuring waterslides, super soaker slingshots and a water trampoline. Grotto Bay Beach's waterpark components will be located in the ocean off of the resort's beach. The waterpark will add to the resort's current list of amenities, including four tennis courts, a swimming pool, Jacuzzi, exercise room, children's playground, dive shop and water sports shop. www.grottobay.com

#### 9 Beaches to re-open in 2011

The owners of 9 Beaches have announced the resort will reopen in May 2011 after a complete upgrade to its over-water bungalows, dockside restaurant and lounge. 9 Beaches has 61 chic cabana style units across 18 private waterfront acres on the western-most tip of Bermuda. www.9beaches.com

#### Park Hyatt Bermuda

Bermuda will soon welcome the luxury brand group Park Hyatt to its turquoise shores with the commitment to be part of an equity investment group in a new \$300 million total project cost resort development. The <u>Bermuda Department of Tourism</u> has been working to bring the multimillion dollar project to fruition since 2007. Previously, Park Hyatt had agreed to manage the project, which is located on the former Club Med site in the historic town of St. George's, Bermuda (a UNESCO World Heritage Site). The new Park Hyatt Bermuda will include a 100-room hotel as well as 71 hotel condominiums, 39 villa residences and 12 single family homes. Also on the 125-acre site will be an 18-hole Nick Faldo-designed golf course, an 18,000 square-foot spa and fitness center and two tennis courts. Guest will be able to dine at two full-service restaurants, two cafés and a Beach Club. Additionally, the project will provide housing for 160 employees and include an on-site wastewater treatment plant and reverse osmosis water purification facility.

Bermuda, just under three hours from Toronto, stretches for 21 miles along turquoise waters and is surrounded by a 200-square-mile coral reef plateau. Bermuda's accommodations range from luxury resorts to intimate guest cottages and family-run inns, all incorporating the sophistication and hospitality unique to the Bermuda experience. The island includes more than 150 restaurants to fit any traveler's budget, from simple and inexpensive to elegant and special dining. Bermuda's diverse activities offer an array of vacation options all year round, including more wreck dives than anywhere else in the world, championship golf, horseback riding, world-renowned deep sea fishing and smooth pink beaches to rest on by day's end.

Get up-to-date information from Bermuda on Twitter @GoToBermuda. Media can also visit <a href="https://www.louhammond.com">www.louhammond.com</a> for latest press releases and images. Follow on Twitter at LouHammondPR or find us on Facebook.

| CETENA: DEUWOOG |           | CBIENT: | Bernich | - |
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| HONTH: October | • |
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### **Gabriel Perez**

From: Amelie Smith

Sent: Wednesday, October 20, 2010 4:39 PM

To: Gabriel Perez

Cc: Matthew Monagan

Subject: B&W Copies

Hi Guys:

Could you please print one B&W copy of the file below and bring to Matt when finished? Thank you!

J:\TerryG\Images\Bermuda\Clips\September\September 2010.pdf

Amelie Smith, Account Executive Lou Hammond & Associates 39 East 51 Street, New York, NY 10022 Tel: 212-891-0223; Fax: 212-891-0200 www.louhammond.com www.twitter.com/louhammondpr

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HONTH: November

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## LABOR FORM

DATE 10 27 10

CLENT Bernuda # 222

| SUBJECT: 75 Flosh Orives   |  |  |  |
|--|--|--|--|
| TOTAL HOURS: $11/2 = 351.00$   |  |  |  |
| DESCRIPTION (Please check [ ] tasks involved)  |  |  |  |
| l. Collating and stuffing releases, brochures, photos into press kit covers          |  |  |  |
| 2. Collating and stuffing releases, brochures, photos and invitations into envelopes |  |  |  |
| 3. Stick labels onto envelopes   |  |  |  |
| 4. Stick labels onto photos  |  |  |  |
| 5. Stick photos onto caption sheets  |  |  |  |
| 6. Copy press clips (Organize in chronological order [optional])                     |  |  |  |
| 7. Binding   |  |  |  |
| 8. Putting signatures on letters/ Matching names of envelopes with letters           |  |  |  |
| 9. Write out on P-touch tape and stick onto index tabs                               |  |  |  |
| 10. Set up the sixth floor (includes deck)   |  |  |  |
| 11. Wrap gifts (includes wrapping and tie ribbons)                                   |  |  |  |
| 12. Set up gift bags (includes putting tissue and everything inside)                 |  |  |  |
|  |  |  |  |
| 13. Outside job (Helping out in press events, etc)                                   |  |  |  |
| 14. Other:   |  |  |  |
| Put in images a press kit into Flash drives.   |  |  |  |
|  |  |  |  |
| $\cdot$  |  |  |  |

### **Gabriel Perez**

From: Susannah Gregory

**Sent:** Tuesday, October 26, 2010 10:01 AM

To: Michelle Horn; Gabriel Perez

Cc: Matthew Monagan Subject: RE: Tracking info

#### Hi Gabe and Carlos:

I'm including the link below to the press kit – including PDF's and imagery. Let me know when the USBs have arrived and/or let me know when this project has been started. THANKS!!!

-SG

#### J:\TerryG\Images\Bermuda\Press Kit

Susannah Gregory, Senior Account Executive Lou Hammond & Associates 39 E 51 Street, New York, NY 10022 t: 212-891-0246 f: 212-891-0200 www.louhammond.com www.twitter.com/louhammondpr

From: Michelle Horn

**Sent:** Tuesday, October 26, 2010 9:35 AM **To:** Susannah Gregory; Gabriel Perez

Subject: Fw: Tracking info

Hi Susannah and Gabe,

Below is a tracking number for a box of USBs slated to arrive today at 10am. Gabe, I spoke with Carlos yesterday about loading them with releases that SG will send you a link to this morning. May we have this completed by tomorrow end of day?

Thank you both!

Michelle

From: agriffin

**To**: Michelle Horn; Terry Gallagher **Sent**: Tue Oct 26 07:50:42 2010

**Subject**: Tracking info Good Morning to you both,

The 75 Bermuda USB Drives shipped last night as promised – you should have them today by 10:30 am.

Please review shipping details of your order below.

PO #: 20106109

## CD'S TO BURN/COPY OF CD'S

| Date: 1014 110     | Account Executive                             |
|--------------------|---|
| Client/Charges: Be | muda  |
| Burn from:         |   |
| Compu              | (Where is it located/Where to find) in Canada |
| From another (     | CD:Attached                                   |
|                    | Quantity needed: 2                            |
| Total Cost: 5.0    |   |

## CD'S TO BURN/COPY OF CD'S

| Date: 10/28/10          | For: Mothew M  Account Executive         |
|-------------------------|--|
| Client/Charges: Bernudu | # 222                                    |
| Burn from:              |  |
| Computer: A             | toduc() ere is it located/Where to find) |
| From another CD:At      | tached                                   |
| Quantity                | needed:   DVD                            |
| Total Cost: 12.00       |  |

#### **Gabriel Perez**

From: Matthew Monagan

Sent: Thursday, October 28, 2010 12:34 PM

To: Gabriel Perez Subject: DVD Burn

Hey Gabe,

Can you guys please burn these 3 videos on to the same DVD? Can you label the DVD as well with the three titles of CBS Early Show, Today Show and Regis & Kelly? Thanks so much! Let me know if you have any questions.

Best, Matt

J:\TerryG\Video\Bermuda\CBS Early Show - Perfect 10 (10.8.10).wmv

J:\TerryG\Video\Bermuda\Today Show - Val D'Elia (10.28.10).wmv

J:\TerryG\Video\Bermuda\Regis & Kelly - 10.13.10.wmv

Matthew Monagan, Account Coordinator Lou Hammond & Associates 39 East 51 Street, New York, NY 10022 Tel: 212-891-0244; Fax: 212-891-0200 www.louhammond.com

www.twitter.com/louhammondpr

## COLOR COPIES FORM (FORM Z)

DATE: 10 19 10

ACCOUNT REP: KP

CLIENT CHARGES: BerNUDA

**LHA CHARGE** 

DESCRIPTION: Culor Print OF aligs FOR BORNINA Reports

TOTAL # OF COLOR COPIES: 39 @ .60 ¢

TOTAL COST: 423.40

### **Gabriel Perez**

From: Kristina Paiz

Sent: Tuesday, October 19, 2010 2:39 PM

**To:** Gabriel Perez **Subject:** color copies

Hey Gabe and Carlos,

Can you please print out the below in color today? let me know, thanks!

J:\TerryG\\mages\Bermuda\Clips\September - 39 Color

Kristina Paiz Receptionist Lou Hammond & Associates 39 East 51 Street, New York, NY 10022 Tel: 212-308-8880; Fax: 212-891-0200 www.louhammond.com

www.twitter.com/louhammondpr

## **COLOR COPIES FORM (FORM Z)**

DATE: 10/27/10

ACCOUNT REP:

**CLIENT CHARGES:** 

LHA CHARGE

copies of release (Just First page) in color -

**TOTAL # OF COLOR COPIES:** 100 0 40 -

TOTAL COST: \$ 40.00

### **Gabriel Perez**

From:

Susannah Gregory

Sent:

Wednesday, October 27, 2010 4:37 PM

To:

Gabriel Perez

Cc:

Michelle Horn; Matthew Monagan

Subject:

Copies

Importance: High

#### Hey guys:

Can we get 100 copies (with colored copies for first page) today? MH needs them to take to Canada so need them by 6:00pm, please. Please charge Bermuda – THANKS!!!

H:\CLIENTS\Bermuda\Releases\Releases Approved\New Developments - Property Updates\_CTO Canada.doc

Susannah Gregory, Senior Account Executive Lou Hammond & Associates 39 E 51 Street, New York, NY 10022 t: 212-891-0246 f: 212-891-0200 www.louhammond.com www.twitter.com/louhammondpr



## BERMUDA

feel the love .

Contacts: Terence Gallagher / Michelle Horn

Lou Hammond & Associates

Tel: (212) 308-8880; Fax: (212) 891-0200

E-mail: terryg@lhammond.com / michelleh@lhammond.com

## BERMUDA SHOWCASES DESTINATION-WIDE SAVINGS ALONG WITH NEW DEVELOPMENTS IN TIME FOR GOLF AND SPA SEASON

NEW YORK, 29 October, 2010 – Travellers heading to Bermuda's turquoise waters and pink sandy beaches will experience a variety of fresh starts this season. Resorts across the island are unveiling multi-million dollar renovations while stunning new developments make grand entrance, including The Reefs Club, The Fairmont Hamilton Princess's Bermudiana House and Tucker's Point Hotel and Spa. The following includes details on destination-wide savings, new developments and resort renovations at properties across Bermuda.

#### **Compliments of Bermuda Promotion**

Travellers to Bermuda's pink sand beaches this fall and winter will receive *every* third night free on hotel rooms "Compliments of Bermuda." The destination-wide promotion is available when booking a minimum three-night stay. Offered to coincide with Bermuda's popular "golf and spa" season, The Bermuda Department of Tourism teamed up with 15 participating hotel properties to launch this exclusive promotion, available for booking 15 September, 2010 – 12 March, 2011 for travel 15 November, 2010 – 15 March, 2011. Rates for accommodations range from approximately \$125 - \$460 per night and are subject to availability. Please visit <a href="https://www.bermudatourism.com/compliments">www.bermudatourism.com/compliments</a> for a listing of participating hotels and more information on booking.

#### Elbow Beach, Bermuda Completes \$5.5 million Renovation

Luxury resort Elbow Beach Bermuda has completed a multi-million dollar project. The refurbished Elbow Beach features 98 luxury cottage rooms and suites with a new range of facilities. The suites and rooms have new in-room entertainment systems, luxurious furnishings, iPod docking stations, personal espresso machines and upgraded bathroom facilities.

The resort also enhanced its public spaces, including The Library, a new recreation lounge with complimentary refreshment station; a newly renovated business center and gift shop; upgraded fitness room and new day-use suites. Additionally, its half-mile private pink sand beachfront has new sun loungers and private cabanas. Ocean-side spa therapies will be available at the new Spa Beach Pavilion staring in June. Lido, the resort's premier dining experience has a new Executive Chef, Guido Brambilla, with extensive five-star resort experience. Also, the resort's DEEP Lounge and Nightclub have been revamped and will showcase live entertainment. www.mandarinoriental.com/bermuda